



Mrs. L.A. Ruff, Clerk of the Council, Street Parish Rooms, 6 Leigh Road, Street,
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9th May, 2019

Dear Sir/Madam,

You are summoned to attend the Annual Meeting of Street Parish Council to be held in the Main Hall, Crispin Hall, Leigh Road, Street on TUESDAY, 14th May, 2019 for the purpose of transacting the business specified in the following agenda.

As agreed by the Council, Public Question Time will take place at 7.15 p.m. before the formal meeting. The Chairman will allow each person to speak for up to 3 minutes on any subject/s and will firstly explain emergency procedures/exits. The Council meeting will commence at approximately 7.30 p.m. or as soon as Public Question Time is closed by the Chairman. Notes of Public Question Time on 16th April, 2019 are attached for information.

In accordance with standing orders 7 c and d, a member with a disclosable pecuniary interest must leave the room during the relevant item of business, unless permitted to remain following the grant of a dispensation. Councillors with an interest in relation to any item of business being transacted at a meeting under Appendix B (Other Interests) or where a matter relates to a financial interest of a friend, relative or close associate, may (i) make representations, (ii) answer questions and (iii) give evidence relating to the business being transacted but must thereafter leave the room, unless permitted to remain following the grant of a dispensation. At a convenient time the Chairman will also give this opportunity to any members of the public wishing to speak on any matter being transacted.

Yours faithfully,

L.A. Ruff, Clerk of the Council

AGENDA

1. CONFIRMATION THAT A QUORUM IS PRESENT
2. ELECTION OF CHAIRMAN - To elect the Chairman of the Council for the year 2019/20. When elected the Chairman signs the Declaration of Acceptance of Office.
3. ELECTION OF VICE-CHAIRMAN - To elect the Vice-Chairman of the Council for the year 2019/20.
4. NOMINATIONS TO FILL VACANT SEATS - The Chairman will call for

nominations to fill the 2 vacant seats in the North Ward, 1 vacant seat in the South Ward and 2 vacant seats in the West Ward by co-option to the Council (report attached).

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5. **DECLARATION OF ACCEPTANCE OF OFFICE** - To agree if necessary that any member may be allowed to make their declaration of acceptance of office before or at the next ordinary meeting of the Council on 18th June.
6. **APOLOGIES FOR ABSENCE** - acceptance of any reasons offered.
7. **MINUTES**
To approve as a correct record the minutes of the meeting of the Council held on 16th April, 2019 (attached).
8. **DECLARATIONS OF INTEREST AND DISPENSATIONS**
To receive declarations of interest from Councillors on agenda items and to receive written requests for dispensations for disclosable pecuniary interests (if any). Clerk to grant any requests for dispensation as appropriate.
9. **COMMUNITY POLICE OFFICER**
10. **PLANNING COMMITTEE**
To receive minutes of the meeting on 16th April, 2019 (attached).
11. **POLICY AND FINANCE COMMITTEE**
To receive minutes of the meeting on 30th April, 2019 and a report on Funding of an additional Parent Family Support Adviser for primary schools (attached)
12. **ANNUAL GOVERNANCE AND ACCOUNTABILITY
RETURN 2018/19 PART 3
SECTION 1 – ANNUAL GOVERNANCE STATEMENT 2018/19
ANNUAL INTERNAL AUDIT REPORT 2018/19**
Reports and documents were circulated with the agenda for the Policy and Finance Committee on 30th April and have been issued to new members. Members are asked to bring their copy with them. Council is asked to consider approving the reports and documents, review the adequacy of internal audit and control and consider it's responses to the statements set out in Section 1 Annual Governance Statement.
13. **ANNUAL GOVERNANCE AND ACCOUNTABILITY
RETURN 2018/19 PART 3
SECTION 2 – ACCOUNTING STATEMENTS 2018/19**
Section 2 and supporting documents were circulated with the agenda for the Policy and Finance Committee on 30th April and issued to new members. Members are asked to bring their copy with them. Council is asked to approve the accounts, supporting documents and Section 2.

14. APPOINTMENT OF COMMITTEES (report attached)
 15. REPRESENTATIVES ON OUTSIDE BODIES (report attached)
 16. ANNUAL REVIEW OF DOCUMENTS AND PROCEDURES (attached)
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17. GENERAL POWER OF COMPETENCE (report attached)
 18. PROJECTS WORKING GROUP
To receive notes of meeting on 15th April and a verbal update on relocation of Library to and alteration of the Parish Rooms. To agree a date and time for an extraordinary meeting of the Council to consider 2 options to alter the Parish Rooms.
 19. SOMERSET DAY EVENT SATURDAY 11TH MAY AND
CHAIRMAN'S INVESTITURE THURSDAY 16TH MAY
To receive a verbal report.
 20. S106 AGREEMENT BUS SHELTERS AND CYCLE/WALK STUDY (report attached)
 21. CORRESPONDENCE/MINOR ISSUES (report attached)
 22. REPORT FROM REPRESENTATIVES ON OUTSIDE BODIES
AND COUNTY AND DISTRICT COUNCILLORS – to receive a written report for information – questions to be noted for written replies and matters for consideration to be referred to the appropriate Working Group.
 23. ACCOUNTS FOR PAYMENT (schedule of payments attached for approval and initialling by Chairman) and confidential detailed income and expenditure by account report at 30th April, 2019, including budget variance – emailed to members only with bank reconciliations and earmarked reserves. NOTE – members who are representatives of any bodies etc. receiving a payment should declare an interest and leave the room when the payment is considered. The Council can agree to instruct such a member who is an authorized signatory to sign the cheque if necessary.
 24. EX-CHAIRMAN'S REPORT
 25. MATTERS FOR REPORT
Consideration of items not on agenda for information only.
(a) Report from Clerk
(b) Matters raised by members - TO BE NOTIFIED TO THE CLERK IN ADVANCE OF MEETING.
 26. EXCLUSION OF PRESS AND PUBLIC

In accordance with the Public Bodies (Admission to Meetings) Act 1960 amended by the Openness of Local Government Bodies Regulations 2014, it is probable that a resolution will be passed at the meeting to exclude the press and public for item no. 27 as it involves confidential information on quotes.

27. CHRISTMAS LIGHTS (confidential report attached for members only)