STREET PARISH COUNCIL

Meeting of the Council held on 18th June, 2019 at 7.45 pm

PRESENT: Councillor P. Goater (Chairman of Council)

Councillors: P. Birch, R. Boyce, S. Carswell,

M. Daniells, D. Drew, D. Goater, L. Mogg,

T.W.E. Napper, A. Prior, P. Robinson,

H. Shearer and L. Zaky

IN ATTENDANCE: Mrs. L. Ruff – Clerk

P.C. M. People – Street Beat Team

APOLOGIES: Councillors C.E. Axten, J. Diment and A. Leafe

– another engagement – reasons accepted

25. MINUTES

The minutes of the annual meeting held on 14th May, 2019 which had been circulated were approved as a correct record and signed by the Chairman.

26. MATTERS ARISING

No matters were raised.

27. DECLARATIONS OF INTEREST AND DISPENSATIONS

In accordance with the Code of Conduct Councillors Carswell, Goater, Napper and Shearer declared an other interest under Appendix B in any matters relating to the District Council and stated that they would keep an open mind when considering issues at either District or Parish level.

Councillor Napper declared an other interest under Appendix B in any

matters relating to the County Council and stated that he would keep an open mind when considering issues at either level.

28. COMMUNITY POLICE OFFICER

PC People wished to be on the Working Group when set up for the

new pump track. The next meeting of PACT would be on 31st July at

the YMCA Foyer. Neighbourhood Watch would probably help fund a

bodycam for the contractor working at Merriman Park. Mendip District

Council had been asked to provide no fouling signs at Goss Drive/

Eglington Road. The Council should look at adopting a buskers and

street traders charter as done in Glastonbury if this problem started to

arise in Street.

Councillor Napper would speak to the Civil Parking Enforcement Team to ensure that vehicles parked in the car park at Strode Road did not obstruct the pavement. The meeting was adjourned from 7.59 p.m. to

8.01 p.m. to allow the public to speak. It was agreed that Councillors

Carswell and D. Goater would attend a meeting the following day with

the Director of the YMCA Foyer.

29. PLANNING COMMITTEE

The minutes of the meeting on 14th May, 2019 were submitted and circulated.

RESOLVED

that the report be noted.

30. CHAIRMAN’S REPORT

The Chairman had attended the Glastonbury mayor making with his

Consort and had helped to plant 4 trees at Merriman Park.

31. PARISH PATH LIAISON OFFICER

The Clerk reported that County Councillor Leyshon would be contacting

the PPLO.

32. PROJECTS WORKING GROUP AND LIBRARY

The notes of meetings on 21st and 24th May and the fee proposal from

Orme had been sent to members only as legal negotiations were

ongoing with Somerset County Council. The Chairman explained to

new members that the Library Trust would probably be in legal

negotiations for years with the County Council over the dilapidations on

the Library building. If the Parish Rooms was altered it would be future

proofed for community and Council uses if the Library did move out.

New members felt that this was a massive project which they would

need to justify to residents and that they would need to consider the

costs of a loan etc.

RESOLVED

that a meeting of the Staffing Committee be held at 5 p.m. on 2nd July

to consider the new post, all members and staff be invited for

sandwiches at 6 p.m. and then to the Policy and Finance Committee

meeting from 6.30 p.m. with the main item being the Parish Rooms

project and new appointee.

33. HIGHWAYS WORKING GROUP

Notes of the meeting on 22nd May were submitted as circulated. The

Clerk reported that the District Council had altered the agreement

regarding painting of the bus shelters to allow for the work to be

completed by 30th September.

RESOLVED

that the report be agreed and the Group to consider how to spend

£40,000 Section 106 funding for transport from Street Business Park.

34. CULTURE WORKING GROUP

Notes of the meeting on 4th June 2019 had been circulated. It was

noted that the exterior lights at the Parish Rooms were energy

efficient and it would only be cost effective to replace them when they

no longer worked.

RESOLVED

A. that a Street Day be held on Saturday 23rd May 2020 to celebrate

and show off all that Street had, with the High Street being closed as

for the weekly market, the Crispin Hall used and the booking for the

Theatre cancelled

B. that the celebration of Somerset Day and the format for the

Chairman’s Investiture be incorporated into this event, with children

making pictures to be judged at the end of the day and awards given

to young people nominated by local youth groups such as the Cubs.

35. MENDIP DISTRICT COUNCIL

The Chairman and Clerk had met that day with Donna Nolan of Mendip

District Council to discuss potential plans for Street which were

confidential. A further meeting would be arranged.

36. REVIEW OF POLICIES

Policies updated due to the relocation of the Library to the Parish

Rooms for health and safety, fire safety, lone working and cash

receipts had been circulated.

RESOLVED

that the policies be agreed subject to the inclusion of floor plans of the

building showing the areas covered and the location of fire escapes.

37. DEBIT CARD REQUEST AND MANDATE CHANGES

The Clerk submitted a report which had been circulated.

RESOLVED

that the report be agreed and the resolutions in 3b of the debit card

request form and section 2 of the mandate form be passed with the

members as detailed being added as authorised signatories with

Councillor Prior – the mandate form to be certified by Councillor P.

Goater as Chairman and an authorised signatory.

38. CORRESPONDENCE/MINOR ISSUES

The Clerk submitted a report which had been circulated.

1. Representative Greenbank Pool Management Committee

RESOLVED

that Councillor Robinson should replace Councillor Mogg on this

Committee.

2. Representatives YMCA

RESOLVED

that Councillor Drew should replace Councillor Carswell as a

representative on the YMCA.

3. Mendip Health and Well Being Champion

RESOLVED

that Councillor Zaky be appointed to this position – it was noted that

she was unable to attend the meeting on 16th July.

4. Plastic Free Street

Councillor Drew asked for the Working Group to meet to co-ordinate

this project. Ideas for consideration included crisp packet recycling

being done at the College, a website on grinding up plastic into oil,

having some collection points and having bags and litter picks

available in a central location for people to use. Information could be

publicised on a website and a presentation made for the Street Day in

2020 on how far the project had come.

RESOLVED

that Councillors Diment, Drew and Mogg should form a Working Group

to organise the project.

5. Polling District Review

RESOLVED

that the report be noted.

6. Street Skate Park – Pump Track

RESOLVED

that the proposal for a pump track made by two local young people

during Public Question Time be referred to the Health and Well Being

Working Group for consideration.

7. Street and Glastonbury Foodbank

Councillor Drew had attended the AGM of the Foodbank.

RESOLVED

that details of the Foodbank and the collection points for food be

publicised on the Council’s Facebook and more collection points

sought such as in shops in the centre of Street.

39. REPORT FROM COUNTY AND DISTRICT COUNCILLORS

AND REPRESENTATIVES ON OUTSIDE BODIES

The written reports from County Councillors Leyshon and Napper had

been circulated. The meeting was adjourned from 8.46 p.m. to

8.52 p.m. to allow the public to speak. District members would find out

what could be changed in regard to agreements on parking charges in

Street with the aim of having some of the funding for Street eg. to

provide safe cycling routes.

RESOLVED

that County Councillor Pullin be contacted about progressing the Small

Improvement Scheme for Brooks Road and Brookside School and the

papers for the Parish Forum be circulated to members.

40. ACCOUNTS FOR PAYMENT

The latest bank reconciliations for all accounts at 31st May, 2019

had been prepared successfully and sent to all members with the

monthly income and expenditure by account report and schedule of

earmarked reserves.

RESOLVED

that the report and schedule of payments as circulated be approved

and initialled by the Chairman and the income and expenditure by

account report at 31st May, 2019 be noted and the schedule of

payments for June be attached as Annex A to the minutes in the

Minute Book in order to publish payments of £500 or more.

41. MATTERS FOR REPORT

The former Chairman, Nina Swift had thanked the Council for her

leaving gift.

It was agreed that the page numbers for each agenda item should

appear in future on the Council agenda for ease of reference.

The meeting ended at 8.55 p.m.

ANNEX A

Accounts for Payment

NOTE – Chairman’s allowance – expenses for 15th May to 18th June 2019 totalled £0 - see below. Internal auditor, P. Male of Probusiness Ltd. felt this was a better system whereby the Council could approve expenses each month prior to reimbursement.

The latest bank reconciliations for all accounts at 31st May 2019 have been prepared successfully and sent to all members with the monthly income and expenditure by account report and earmarked reserves. Each reconciliation and original bank statement has been signed by Councillors Carswell and Goater as part of the monthly check of accounts.

From 1st December, 2014 a schedule of individual nos. for direct debit payments was introduced so that they could be traced more easily as with payments by cheque. The first no. used was DD141501 and from 1st April 2018 numbers will start DD181901.

The Council is asked to approve payment of the following -

Clerk’s net salary As agreed

Asst Clerk’s net salary As agreed

Petty cash float to bring back up to £50 for June £ 28.79 transfer

Pension contributions - June SCC Pension Fund As agreed

+ pension deficit recharge 2019/20 – June 19 As agreed

HM Revenue and Customs - PAYE and NI contributions As agreed

for June paid on 8th July

Probusiness Ltd. – payroll June Month 3 £ 34.00 + VAT

DD192026

Mendip District Council – rates on whole of Parish Rooms £ 869.00

for 1st July – total of £10,200

SLH Services – maintenance Merriman Park for May £ 2,415.75+VAT

SLH Services – maintenance Skate Park for May £ 670.92+VAT

SLH Services – cleaning mural at Woods Batch underpass £ 387.50+VAT

Including £27.50 materials Entered in May

SLH Services – bunting up and down Library Garden for £ 122.99+VAT

Somerset Day and weeding planters and £2.99 cable ties

E.R. Garrett Ltd. – clean grd and 1st flr Parish Rooms May £ 172.27+VAT

Southwest Digital Systems Ltd. – copying May £ +VAT

And March £ 25.42+VAT

PC Comms Ltd. – 2 MS Office 365 Business Premium

emails and 13 Business Essentials emails June £ 73.80+VAT

and 365 back ups May £ 50.00+VAT

02 – mobile phone for NPO to 15th June £ 52.64+VAT

DD192019

Entered in May

Bankline – monthly fee June £ 30.00

DD192025

C. Axten – Investiture flowers and gifts £ 125.70

Entered in May

C..Axten – refreshments for Somerset Day £33.30 and £ 37.50

for meeting with new members £4.20 Entered in May

C. Axten – employer liability insurance for library volunteers £ 25.09

C. Axten – banner £ 54.25

Vistaprint – banner for opening of library £ 55.20+VAT

Orme Architecture – stage 1 feasibility Parish Rooms £ 307.20+VAT

Entered in May

Street Removals and Storage – moving furniture and £ 480.00

equipment for office to 1st floor Parish Rooms Entered in May

Cos Costanza General Builder – supply and fit 3 digital £ 450.00

locks 1st floor Parish Rooms Entered in May

TCBs – clean bin High Street 1st to 22nd April £ 16.00

Entered in May

and tidying up around Parish Rooms 16th May £ 18.00

TNC Catering Ltd. – buffet Chairman’s Investiture £ 250.00

Events Industry Forum Ltd. – purple guide renewal £ 25.00+VAT

Street Harvest Church – frames and mounts Arts Trail £ 976.93+VAT

Initial Washroom – sanitary bins 2nd June to 1st September £ 14.40+VAT

DD1920

Zurich Municipal – renewal insurance premium £ 1,925.25

Glasdon UK Ltd. – dog bin £ 292.12+VAT

Express – 8 keys for Parish Rooms £ 39.60

Mathews Promotional Products Ltd. – 500 hand flags £ 187.00+VAT

South West Councils – subscription 2019/20 £ 425.00+VAT

J. Marshfield – bouquet for Deanie £ 28.00

PC Comms – new computer for Clerk, laptop for Asst. Clerk £ 2,008.52+VAT

with set up less £238.92 as 3 yr Meraki licence paid twice

Somerset County Council – S171 permit x 4 for 2 No £ 928.00

Through Road signs, dog bin and SID post at £232 each Entered in May

E.on – gas Parish Rooms 29 April 27 May £ 111.01+VAT

DD192021

E.on – electric grd flr Parish Rooms 29 April 27 May £ 97.67+VAT

DD192023

E.on – electric 1st flr Parish Rooms 29 April 27 May £ 26.85+VAT

DD192022

E.on – electric Clock High Street 29 April 27 May £ 13.16+VAT

DD192024

Cos Costanza – pictures hung in Parish Rooms £ 200.00

TCBs – clean bin High Street 29 April 27 May £ 20.00

Avalon Telecom and Technologies – final visit £ 150.00+VAT

BT – rental charges April to July £ 72.15+VAT

The Basis – page advert £ 150.00

GP Davis and Son – boiler repairs £ 89.00+VAT

GP Davis and Son – safety check on both boilers and £ 368.00+VAT

Replacing pressure sensor and circuit board

GP Davis and Son – unblocking drains £ 84.00+VAT

Avon Armour – 10 councillor cards £ 21.50+VAT

Crispin Hall Trust – hire meeting room on 14th and 21st May £ 65.00

Viking – stamps, toner etc. £ 173.93+VAT

Kate Carr – meetings with SLH Services and drawings £ 113.50

Sweet Acre Nursery – hanging baskets, planters, trough £ 2,113.65

Street United Reformed Church – hire of hall 18th and 26th £ 50.00

June

Crispin Hall Trust – hire of room 8th May £ 24.00

And 13th May for Carers Support Group £ 18.00