



Mrs. L.A. Ruff, Clerk of the Council, Street Parish Rooms, 6 Leigh Road, Street,  
Somerset BA16 0HA  
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9<sup>th</sup> January 2020 Website [www.street-pc.gov.uk](http://www.street-pc.gov.uk)

## PLEASE NOTE VENUE AND DATE

Dear Sir/Madam,

You are summoned to attend a meeting of the Street Parish Council which will be held in **Room 6, Crispin Community Centre, Leigh Road, Street on TUESDAY, 14<sup>TH</sup> JANUARY 2020** for the purpose of transacting the business specified in the following agenda. As agreed, Public Question Time will COMMENCE AT 7.15 p.m. The Chair 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. There was no Public Question Time on 10<sup>th</sup> December 2019.

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. APOLOGIES FOR ABSENCE - acceptance of any reasons offered.
2. MINUTES  
To approve as a correct record the minutes of the extraordinary meeting of the Council held on 9<sup>th</sup> January 2020 (to follow) **Pages 3 - 4**
3. MATTERS ARISING
4. 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.
5. COMMUNITY POLICE OFFICER
6. PRESENTATION – MANAGER OF STRODE THEATRE  
Robin Peters to speak on the vision, mission, values and new projects.

7. PLANNING COMMITTEE  
To receive minutes of the meeting on 16<sup>th</sup> December 2019 (attached) **Pages 5 – 6** and to appoint more members to ensure there is always a quorum – currently Cllrs. Birch, Boyce, Diment, Leafe, Mogg, Zaky
8. CASUAL VACANCY ON WEST WARD (report attached) **Pages 7 - 8**
9. CHAIR'S REPORT
10. PARISH PATH LIAISON OFFICER – County Cllr. Leyshon to give a verbal report on behalf of PPLO Jake Dalton.
11. PARISH ROOMS AND LIBRARY – verbal report prior to Extraordinary meeting of Council on 21<sup>st</sup> January at 6.30 pm to consider the project, loan, precept and budget for 2020/21 in Room 6, Crispin Community Centre and to agree date of Consultation Open Evening as Wednesday 29<sup>th</sup> January 2020 from 6.30 p.m. in the Parish Rooms.
12. COMMUNITY SUPPORT WORKING GROUP – notes of meeting 7<sup>th</sup> January 2020 attached **Pages 9 - 10**
13. CHAIR UPDATES FROM OTHER COMMITTEES/WORKING GROUPS
14. CORRESPONDENCE/MINOR ISSUES (report attached) **Page 11**
15. REPORT FROM REPRESENTATIVES ON OUTSIDE BODIES AND COUNTY AND DISTRICT COUNCILLORS  
Questions to be noted for written replies and matters for consideration referred to the appropriate working group. All reports received have been emailed to members. Briefing Note giving update on major road network schemes emailed to members in December from County Cllr. Leyshon
16. ACCOUNTS FOR PAYMENT (schedule of payments attached for approval initialing by Chairman) and confidential detailed income and expenditure by account report at 31<sup>st</sup> December 2019 including budget variance – emailed to members only with bank reconciliations and earmarked reserves schedule. 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 a cheque if necessary?  
**Pages 12 - 14**
17. 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.

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To: Chair and Members of Street Parish Council

## STREET PARISH COUNCIL

Meeting of Planning Committee held on 16<sup>th</sup> December 2019 at 6:30pm

PRESENT: Councillor A Leafe – In the Chair  
Councillors: P Birch, J Diment, L Mogg

APOLOGIES: Councillors R Boyce, L Zaky – another engagement – reasons accepted

IN ATTENDANCE: J Marshfield – Assistant Clerk.

### 24. MINUTES

The minutes of the meeting held on 19<sup>th</sup> November 2019 which had been circulated, were approved as a correct record and signed by the Chairman.

### 25. DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllr. A Leafe declared an interest in any matter relating to Planning Application 2019/1802/FUL as he knew the landowner and left the meeting at 6.40pm while this item was being considered. It was agreed that Cllr. L Mogg would take the Chair for this item. Cllr. A Leafe returned to the meeting at 6.57pm.

### 26. PLANNING APPLICATIONS

The Clerk submitted a report which had been circulated.

#### RESOLVED

that the following recommendations be submitted to the District Council as the Local Planning Authority.

Cllr. A Leafe left the meeting at 6.40pm and returned at 6.57pm

2019/1802/FUL Erection of dwelling at Land Adjacent To 1 Housman Road Street for Mr Martin Gill – APPROVAL

2019/2694/FUL Change of use of self-contained annexe to a mixed use comprising ancillary domestic and holiday letting at Frassino House Higher Brooks Street for Mr & Mrs M Keeler – APPROVAL

2019/2695/FUL Change of use of ancillary domestic accommodation to a mixed use comprising ancillary domestic accommodation and holiday letting at Clover House Higher Brooks Street for Mr & Mrs M Keeler - APPROVAL

2019/2763/HSE Two storey rear extension, single storey side extension, internal alterations, new double garage with home office above, relocation of access at 59 Overleigh Street for Mr A Wright – APPROVAL

2019/2692/FUL Conversion of 1no 3 bedroom flat to 1no 1 bedroom flat and 1no 2 bedroom flat at 30 Glaston Road Street for Mr Wilson - APPROVAL

2019/2472/FUL Demolish existing six garages and erect 1no. three bedroomed detached house, associated landscaping and car parking area at Land At 347398 136826 Houndwood Drove Street for Mr Shaha Alom – REFUSAL DUE TO CONCERNS OF OVERSHADOWING, OVERLOOKING, LOSS OF PRIVACY OR OVERBEARING NATURE OF PROPOSAL, ACCESS, HIGHWAYS SAFETY FOR EMERGENCY VEHICLE ACCESS, NOT IN KEEPING WITH SURROUNDING AREA.

2019/2862/HSE Erection of detached garage. First floor and two storey side extension and single storey rear extension at Mon Abri Middle Brooks Street for Mr & Mrs Richman – APPROVAL

NOTE – 2 new unit approved – 4 since May 2019.

The meeting ended at 7.20pm.

To: Council  
From: Clerk  
Subject: Casual Vacancy on West Ward

The Chairman to call for nominations to fill the vacant seat in the West Ward by co-option to the Council (procedure attached). As the period of the vacancy has more than 6 months to run the Council must co opt to fill it. P. Robinson resigned from the Council in November 2019 and a poll was not claimed in time. Public notices have been displayed inviting suitably qualified people to apply to the Council for co option on noticeboards and on the website and Facebook. The candidates who have stated that they wish to be considered for the vacant seat are as follows and their personal summaries are attached for members -

David Ellis  
Nicola Smith  
Angela Southern

All persons have certified in writing that they meet the criteria for eligibility set out in section 79 of the Local Government Act 1972 to be a member of the Council and are not disqualified pursuant to section 80 of the Act. To qualify as a candidate persons must live, have a business or work in Street or within 4.8 km for at least 1 year or be on the electoral role and be over 18 years of age.

Any candidate who is to be considered for co option until the end of the current term in May 2023 must be proposed and seconded at the meeting.

L.A. Ruff  
Clerk  
14.01.20

## PROCEDURE FOR CO-OPTION TO THE COUNCIL

If there are vacancies on the Council following the ordinary elections these can be filled by co-option at the first meeting held. In the case of a vacancy during the 4 year term, if a poll is not claimed in time the council fills the vacancy by co-option as soon as practicable. It must do this if the period of vacancy has 6 months or more to run. It may, but is not bound to do so, if less. Notices are displayed on the Council's website, Facebook and noticeboards inviting suitably qualified persons to apply for co-option to the Council. Each one is asked to complete and sign a form certifying that they are eligible to become a councillor and return this to the Clerk with a brief personal summary. The personal summaries are circulated to members with the agenda for the meeting at which the co-option is to be considered. Applications for co-option can be made up until the meeting starts.

At the meeting the Chairman calls for nominations to fill the vacant seat/s until the end of the current term of office. Any candidate who is to be considered for co-option must be proposed and seconded at the meeting. Voting is carried out in public by a show of hands or, at the request of a councillor, voting shall be by paper ballot issued by the Clerk to each member present and bearing the Council's logo and name of the member. A successful candidate must have received an absolute majority vote of those present and voting. If there is more than one vacancy and the number of candidates equals the number of vacancies, all the vacancies may be filled by a single composite resolution – making it clear which ward each is being co-opted to, but if the number of candidates exceeds the number of vacancies, each vacancy must be filled by a separate vote. Therefore -

A. if nominations equal or are less than vacancies the Council can be asked to agree to take names en bloc and vote to fill all vacancies although it is best to have separate votes with the successful candidate receiving an absolute majority vote

B. if nominations exceed vacancies the Council will be asked to agree to vote on the first vacancy and that the new member can if present, sign the declaration of acceptance of office and then take part in the meeting or, if not present can sign before or at the next ordinary meeting of the Council -

the successful candidate must receive over half of the votes cast, if this is not the case voting continues until someone does have an absolute majority of votes cast. This is done by striking off the candidate with the least number of votes and the remainder must then be put to the vote again.

This will mostly be a satisfactory procedure but if several candidates have obtained the same number of least votes and the aggregate of the others is less than a normal quorum eg. 3:2:2:2:2, it may be thought wise not to strike off all those with the least votes together but, if negotiations for withdrawals fail, to strike them off one by one, in an order determined by vote.

If there is an equal number of votes the Chairman can use their casting vote to decide on a candidate.

C. the Council will then be asked to agree to vote on the second vacancy and that the new member can if present, sign the declaration of acceptance of office and then take part in the meeting or, if not present can sign before or at the next ordinary meeting of the Council.

**NOTES OF A MEETING OF  
COMMUNITY SUPPORT WORKING GROUP  
HELD ON TUESDAY 7<sup>th</sup> JANUARY 2020 AT 7PM  
RM 6 THE COMMUNITY CENTRE.**

**PRESENT:** Cllrs. Drew, D. Goater,  
Lottie Ardshire – We Hear You, John Dodson – Resident, Brenda  
Wood - Lions, Sue Monaghan - Quakers Meeting House, Bella  
Lapwood – Village Agent, Michaela Edmunds – Crispin Community  
Focus, Fen Bagias - NHS

Jenny Marshfield – Assistant Clerk.  
Mark Sandiford – Assistant Clerk and Projects Officer

**APOLOGIES:** Cllrs. Birch and Prior. Diane Ramsay – Age UK, Jo Smith – SASP,  
Mac Abdullah – Street & Glastonbury carers, John Melia – Salvation  
Army.

JM introduced Mark Sandiford to the group and explained his role within the Parish Council.

Cllr. Drew welcomed Mark to the meeting.

**Plastic Free** – Cllr Drew informed the group that the stall at the Christmas Cracker event went well with lots of interest from the community. Cllr Drew had been invited into Elmhurst school to highlight the importance of gaining the Plastic Free Status for Street.

**Discovering Your Community Event** – JM informed the group that 40 invitations had been sent to a mixture of youth groups, charities and community groups asking if they would like a table to promote their groups at the event. It was suggested that more invitations be sent out to local sports teams including Street Striders and Park Run.

Cosmic Music group have offered to play at the event and have a table to promote their group. Cllr. Drew confirmed that Cllr. Axten has agreed to run a reading club in the library.

Cllr Drew and Michaela Edmunds will meet with the catering tutor at Strode College to discuss refreshments.

JM has produced a poster and was asked to promote the event in the local publications, social media and the local radio stations.

Fen Bagias confirmed that she regularly speaks on Glastonbury FM, and invited Cllr. Drew along to publicise the event.

Cllr. Drew has been very successful in organising raffle prizes; more suggestions from the group were given and Cllr. Drew will attempt to secure further prizes.

The group was informed that we have been unsuccessful in booking a celebrity to open the

event and it was agreed, due to the time frame, that this was not now a priority.

JM informed the group that volunteers would be needed before and after the event to help with the set up/take down of tables in the Crispin Hall and the Community Centre and also throughout the event to ensure the Health and Safety of the event is complied with. Cllr. D Goater asked JM to create a rota sheet, to be circulated to all councillors and members of the working group, to ensure there is enough volunteers on the day.

**YMCA** – Cllr Drew notified the group that the Parish Council are supporting and working alongside the YMCA and that the Parish Council are now registered as a Young Person Friendly Charter Advocate.

John Dodson asked the group if it would be possible to have a regularly updated list of signposted help for the community to access. Cllr Drew suggested that this idea be taken to a full Council meeting to discuss and will report back.

Meeting closed 8.15pm

**Date of next meeting – Tuesday 28<sup>th</sup> January and Monday 24<sup>th</sup> February at 7pm.**

**Venue – Gravenchon Room, 1<sup>st</sup> Floor, Street Parish Council.**



To: Council  
From: Clerk  
Subject: Correspondence/Minor Issues

1. Representative on Glastonbury Tribunal Ltd.

To appoint a representative to Glastonbury Tribunal Ltd. which considers tourism in Street and Glastonbury in place of Councillor P. Goater who has an interest through his responsibilities at Mendip District Council.

2. Representative on Greenbank Pool Management Committee

To appoint a replacement for former Councillor Robinson to serve with Councillors Leafe and Zaky – any 2 members to attend a meeting.

Councillor Robinson also served on the Merriman Park Community Group and the Projects Working Group.

3. Date of Council Meetings

The Council is asked if in future it is decided to move the monthly meeting of the Council normally held on the third Tuesday to hold an additional meeting, it could be held on a Monday or Wednesday evening. The second Tuesday in the month clashes with meetings of Glastonbury Town Council attended by County Councillors Leyshon and Napper.

4. Meeting on Responding to the Climate Emergency

To agree who should represent the Council at a meeting on Monday 27<sup>th</sup> January at 6 pm in the Council Chamber Mendip DC Offices. There will be a talk on how Stroud District Council are tackling the climate emergency to become carbon neutral by 2030.

5. Men's Shed – Refurbishing Fingerposts

To receive any developments on this project and to consider this until it is completed.

FOR INFORMATION

L.A. Ruff  
Parish Clerk  
14.01.20

To: Council  
From: Clerk  
Subject: Accounts for Payment

The latest bank reconciliations for all accounts at 31<sup>st</sup> December 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 Prior as part of the monthly check of accounts.

Receipts and payments are detailed on the attached pages and a final report for January will be sent to members in early February.

Approved by Council on 14<sup>th</sup> January 2020 and initialled by Chairman:

**Receipts for Month 10****Nominal Ledger Analysis**

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
<b>Balance Brought Fwd :</b>		<b>131,205.33</b>					<b>131,205.33</b>	
100434	Banked: 02/01/2020	77.30						
100434	Somerset County Council	77.30		4.22	1184	101	73.08	Library Receipts 14 to 20 Dec
100435	Banked: 03/01/2020	99.69						
100435	Somerset County Council	99.69		3.70	1184	101	95.99	Library Receipts 21 Dec 3 Jan
<b>Total Receipts for Month</b>		176.99	0.00	7.92			169.07	
<b>Cashbook Totals</b>		<u>131,382.32</u>	<u>0.00</u>	<u>7.92</u>			<u>131,374.40</u>	

## Payments for Month 10

## Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
09/01/2020	K Winch	602350592	20.00			1124	101	20.00	Coat damaged swing Merr Park
09/01/2020	L Ruff	602357363	20.00			1130	101	20.00	Cash deposit for URC key
09/01/2020	Blachere Illumination UK Ltd.	602351988	1,413.12		235.52	1357	103	1,177.60	Removal xmas lights High S
09/01/2020	E R Garrett Ltd.	602354602	237.00		39.50	1511	105	197.50	Clean P Rooms December
09/01/2020	PC Comms	602358235	90.00		15.00	1137	101	75.00	Support re email and printers
09/01/2020	Rialtas Business Solutions Ltd	602359245	454.80		75.80	1137	101	379.00	Omega an support maintenance
09/01/2020	Tamar Security Ltd.	602360634	42.90		7.15	1502	105	35.75	NewBackUpBatteryControlP
09/01/2020	Walton Press	602361367	40.63			1124	101	40.63	New SOs and FinRegs booklets
10/01/2020	HM Revenue and Customs	602355895				1102	101		L Ruff PAYE NI December
10/01/2020	HM Revenue and Customs	602355895				1107	101		J Marshfield PAYE NI December
<b>Total Payments for Month</b>			3,655.65	0.00	372.97			3,282.68	
<b>Balance Carried Fwd</b>			127,726.67						
<b>Cashbook Totals</b>			131,382.32	0.00	372.97			131,009.35	