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4<sup>th</sup> June, 2020

PLEASE NOTE DATE AND TIME

Dear Sir/Madam,

You are summoned to attend an extraordinary meeting of the Street Parish Council which will be held **virtually using Zoom** with remote attendance on **TUESDAY 9<sup>TH</sup> JUNE, 2020 at 6.30 p.m.** for the purpose of transacting the business specified in the following agenda. The Chair will allow each person who has registered to speak with the Clerk to speak for up to 3 minutes and will firstly explain the procedures of the meeting and that it will be recorded. Statements received will be read out. The meeting will be streamed live on YouTube on the Council's YouTube channel <https://www.youtube.com/channel/UCiwCtXUydITXA9OpDqQfvIA/videos>

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 meeting and be placed in the waiting 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 and present at the meeting.

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 meeting of the Council held on 19<sup>th</sup> May, 2020 (attached).

3. DECLARATIONS OF INTEREST AND DISPENSATIONS
4. APPLICATION NO. 2019/2946/OTS – OUTLINE FOR DEVELOPMENT OF UP TO 280 DWELLINGS, VEHICULAR AND PEDESTRIAN ACCESS, SUSTAINABLE URBAN DRAINAGE, OPEN SPACE, LANDSCAPING AND ASSOCIATED INFRASTRUCTURE. ALL MATTERS EXCEPT ACCESS ARE RESERVED (AS REVISED BY ADDITIONAL INFORMATION ON HIGHWAYS INCLUDING A NEW RIGHT HAND TURN LANE, DRAINAGE AND ECOLOGY RECEIVED 24<sup>TH</sup> APRIL) LAND AT 348795 135704 SOMERTON ROAD, STREET FOR THE NINESQUARE TRUST – OUTLINE – SOME MATTERS RESERVED

To consider the outline application including amendments and make recommendations for submission to Mendip District Council. The plans and documents can be viewed on the Council's website and can be found on Mendip District Council's website at <https://publicaccess.mendip.gov.uk/online-applications/> and then enter the application no. above.

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To: Chair and Members of Street Parish Council

## STREET PARISH COUNCIL

Meeting of the Council held virtually using Zoom with remote attendance on 19<sup>th</sup> May, 2020 at 6 p.m. The Chair gave a statement on how the meeting would be conducted.

PRESENT: Councillor P. Goater (Chair)  
Councillors: C.E. Axten, P. Birch, S. Carswell, M. Daniells, D. Drew, D. Ellis, D. Goater, A. Leafe, L. Mogg, A. Prior, H. Shearer and L. Zaky

IN ATTENDANCE: L. Ruff – Clerk  
M. Sandiford – Assistant Clerk Projects Officer  
J. Marshfield – Assistant Clerk  
S. Todd – Development Officer, Greenbank Pool  
County Councillor L. Leyshon

APOLOGIES: Councillors: R. Boyce, J. Diment and T.W.E. Napper – another engagement - reasons accepted

### 215. MINUTES

The minutes of the meeting held on 17<sup>th</sup> March, 2020 which had been circulated were approved as a correct record and signed by the Chairman.

### 216. MATTERS ARISING

There were no matters arising.

### 217. DECLARATIONS OF INTEREST AND DISPENSATIONS

In accordance with the Code of Conduct Councillors Carswell, P. Goater 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.

All members present declared a personal and prejudicial interest in the alteration of the Parish Rooms for Council and library use and that they had been granted dispensation to speak and vote by the Clerk and would keep an open mind when considering the matter. Councillor Axten declared that she was Chair of the Friends of Street Library and Councillors Drew and Prior that they were a Friend of the Library.

The following members declared an other interest under Appendix B in the matters detailed as they were representatives on the Management Committees of the organisations and left the meeting while each was considered -

Councillor Leafe - Greenbank Pool

Councillor D. Goater – Strode Theatre

Councillor Zaky – Crispin Community Centre

Councillor Mogg declared a disclosable pecuniary interest in the grant for Greenbank Pool as he worked there and left the meeting when it was considered.

Councillor Birch was a representative of the Pool, Theatre and Community Centre but did not join the meeting until 6.50 p.m. after the grants had been considered. Councillor Zaky was a representative of the Pool and Theatre but did not join the meeting until 6.35 p.m. after the grants had been considered. There was no representative on Mendip Citizens Advice Bureau.

218. COMMUNITY POLICE OFFICER

PC Pople was unable to join the meeting.

219. MOTION – EMERGENCY PROVISIONS

In accordance with Standing Order 9 (b) the Chair Councillor P. Goater had given 7 clear days written notice of his intention to move the following motion at the meeting and this was signed by him and Councillors Carswell, D. Goater and Shearer. The Chair proposed the motion as set out in the agenda and this was seconded by Councillor Shearer.

A. In light of the coronavirus (Covid-19) pandemic and any other future emergency and government advice this council resolves that:

(a) Should the council be unable to meet for whatever reason, the Clerk be given delegated authority to progress all ongoing matters and projects and authorise all regular payments and incur expenditure in line with the council's agreed budget

(b) Any decisions taken under resolution (a) above will be taken, whenever possible, in consultation with the Chair and Vice Chair of Council and the relevant committee chair (if appropriate). A record of all decisions and expenditure incurred under delegated authority will be kept and reported to members when the council next meets

- (c) The authority to decide the council's response to planning applications be delegated to the Clerk or Assistant Clerk, in consultation with the Chair of the Planning Committee and Chair and Vice Chair of Council. Whenever possible, members of the Planning Committee (or Council in the case of large applications) will be informed of applications out for consultation and will be invited to submit comments to the Clerk or Assistant Clerk
- (d) The provisions outlined in resolutions (a) to (c) above will override any requirements to the contrary in the Council's standing orders, financial regulations or terms of reference
- (e) In the interest of staff, volunteer and public safety the Council office will be closed to the public, except by appointment, whenever government advice deems this to be appropriate
- (f) In line with government advice, staff will be encouraged to work From home
- (g) Should the Clerk be unable to perform her duties, the Assistant Clerk or Chair or Vice Chair of Council or if they are unavailable, another councillor will assume the role of Proper Officer and RFO, in an unpaid capacity with the exception of the Assistant Clerk
- (h) The Clerk, in consultation with the Chair and Vice Chair, may incur expenditure from the project earmarked reserve where such expenditure will help the community's efforts to support those in need of assistance or prevent social isolation
- (i) Should government allow councils to meet virtually (online), the Council will take all reasonable steps to facilitate this
- A. Funding to support the community should be made through recognised organisations only such as the Foodbank, Salvation Army and Bridging the Gap and anyone asking for assistance should be referred to an appropriate organisation
- C. An email to be sent to the Community Centre and other organisations as appropriate making it clear that funds were available to them and that if they applied to the Council they would be supported very quickly
- D. Positive community news to be posted once a week on the website, Facebook etc.

## 220. PLANNING COMMITTEE

The minutes of the meeting on 18<sup>th</sup> February, 2020 were submitted and circulated together with details of recommendations made under the agreed emergency arrangements by email.

RESOLVED

that the reports be noted.

## 221. POLICY AND FINANCE COMMITTEE

The minutes of the virtual meeting on 12<sup>th</sup> May 2020 were submitted and circulated and appear as Annex A to these minutes in the Minute Book. Additional information received and circulated in respect of the grant applications from Greenbank Pool, Strode Theatre and Crispin Community Centre was considered.

The Council paid tribute to the work being carried out by the Street Community Support Group and its volunteers.

### RESOLVED

- A. that the grant of £18,000 be made to the Greenbank Pool Management Committee for 2020/21
- B. that the grant of £20,000 be made to Strode Theatre for 2020/21
- C. that the grant of £5,000 for Crispin Community Centre be paid when the Council representatives became part of the Management Committee and had details of the community work being done
- D. that it be suggested that the Pool Committee should speak to the Theatre regarding possible use of their very flexible booking software
- E. that the remaining recommendations be agreed and the holding of the annual meeting be reviewed at the next Council meeting
- F. that the Annual Parish Meeting would not be held in 2020
- G. that having been reviewed the Standing Orders, Financial Regulations and Code of Conduct be adopted.

## 222. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2019/20 PART 3 – SECTION 1 – ANNUAL GOVERNANCE STATEMENT 2019/20 AND ANNUAL INTERNAL AUDIT REPORT 2019/20

Reports and documents were circulated with the agenda for the Policy and Finance Committee on 12<sup>th</sup> May. Careful consideration was given to each of the assertions.

### RESOLVED

- A. that the reports and documents be approved and having considered them it be agreed that the internal audit and control system is adequate

B. that agreement be given to each of the statements set out in Section 1 of the Annual Governance Statement and this be approved and signed by the Chair and the Clerk in accordance with current guidance relating to the coronavirus emergency.

223. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2019/20  
PART 3 – SECTION 2 – ACCOUNTING STATEMENTS 2019/20

Section 2 and supporting documents were circulated with the agenda for the Policy and Finance Committee on 12<sup>th</sup> May.

RESOLVED

that Section 2 of the Annual Return, the accounts for the year ended 31<sup>st</sup> March 2020 and other documents as circulated, be approved and signed by the Chair, having already been signed by the Clerk/Responsible Financial Officer.

224. CHAIR'S REPORT

The Chair reported that the District Council was pushing the County Council to close the High Streets in Glastonbury, Shepton Mallet, Street and Wells to enable social distancing in shop queues when they reopened. The Projects Working Group would be meeting to consider moving the war memorial and the new play area in Merriman Park and alteration of the Parish Rooms. He wished to really commend the volunteers working with Millfield, the Baptist Church, the Salvation Army and the rest of the Community Support Group for doing such a great job. County Councillor Leyshon stated that at some point a report would be produced with details of the number of deliveries made etc.

225. PARISH PATH LIAISON OFFICER

County Councillor Leyshon reported that Jake Dalton was well and still clearing undergrowth from local paths.

226. PARISH ROOMS AND LIBRARY

The Clerk reported that the consent for the loan had now been received and work would commence when Government advice allowed. Meetings would be arranged to discuss arrangements. Under delegated authority the Clerk in consultation with the Chair and Vice-Chair had agreed the Council entering into a new temporary CLP agreement to 30<sup>th</sup> September.

RESOLVED

that the report be agreed.

227. STREET COMMUNITY SUPPORT GROUP

County Councillor Leyshon reported the Group had no exit strategy as yet. As with the groups in Glastonbury and Wells it was planned to run until the end of June and then to hopefully scale activities back a bit. Millfield would deliver the food packages to vulnerable families until September. The Salvation Army would continue with the foodbank but might need to increase the aid given with people losing their jobs. The County Council was concerned about a potential second spike in the coronavirus with virtually no immunity in Somerset. The Group needed to be ready to start up again within a day if necessary. Commercial chemists would be contacted about delivery of prescriptions and people encouraged to organise their own online shopping. It was hoped that there might be a more localised response to regional testing.

RESOLVED

that the report be noted.

228. HIGHWAYS

The Chair explained that the Highways Working Group would meet to discuss closure of the High Street and the statement read out in Public Question Time from C. Hughes on bus routes.

229. UPDATE FROM ASSISTANT CLERK

The Assistant Clerk submitted her report which had been circulated. She informed members that the Council had not received grants applied for and that this would not be done again as they tended to be paid directly to organisations giving community support. The banners and hanging baskets were now up in the High Street.

RESOLVED

that the report be agreed.

230. UPDATE ASSISTANT CLERK PROJECTS OFFICER

The ACPO submitted his report which had been circulated. The War Memorials Trust had commented on the application to move the memorial in Merriman Park and he had submitted a letter in response to this. He was reviewing the energy supplier for the Parish Rooms and clock in the High Street to save on costs and use green energy.

RESOLVED

that the report be agreed.



231. CHAIR UPDATES FROM OTHER COMMITTEES/WORKING GROUPS

Councillors D. Goater, Carswell, Drew and Prior would meet with the Youth Club on 1<sup>st</sup> June. Councillor Drew thanked the Assistant Clerk for all her hard work in organising the Discover Your Community event on 29<sup>th</sup> February which had been very successful.

RESOLVED

that the report be noted.

232. REPORT FROM COUNTY AND DISTRICT COUNCILLORS AND REPRESENTATIVES ON OUTSIDE BODIES

District Councillor Shearer reported that Councillors Drew, Leafe and Zaky would be asked to support the campaign to end loneliness. She would send information to the Clerk on how to show support for NHS Trust Musgrove and Somerset National Health Trust by registering as a member. District Councillor Carswell reported that the District Council continued to operate with online meetings and that in due course there would be financial implications for District and County Councils as a result of the coronavirus crisis. County and District Councillor Leyshon had circulated a report. The County Council was reviewing the transport assessment attached to the application for development of land west of Somerton Road. District Councillor Goater reported that the Mendip Business Awards 2020 had been cancelled and details of a new round of business grants were on the website.

233. ACCOUNTS FOR PAYMENT

The latest bank reconciliations for all accounts at 31<sup>st</sup> March and 30<sup>th</sup> April, 2020 had been prepared successfully and sent to all members with the monthly income and expenditure by account report, the final report of receipts and payments for March and April and schedule of earmarked reserves.

RESOLVED

that the report and schedule of payments as circulated be approved and initialled by the Chair and the income and expenditure by account report at 31<sup>st</sup> March and 30<sup>th</sup> April, 2020 be noted and the schedule of receipts and payments for May be attached as Annex B to the minutes in the Minute Book in order to publish payments of £500 or more.

## 234. MATTERS FOR REPORT

Councillor Carswell asked about the work being carried out by the Library staff and was informed that they were maintaining a big presence on Facebook and online. This matter would be discussed by the Projects Working Group. He also stated that the decision on holding the Merriman Park Fun Day would be on hold for a few more weeks. A number of members felt that it would be difficult to commit to this with the current uncertainties and that it would be best to postpone the event to 2021. The Assistant Clerk had provisionally booked First Aid cover, security and portaloos and would need to confirm or cancel these as soon as possible. Councillor Axten reported that she was working on the tender document for the new play area at Merriman Park with the Clerk. It was hoped that this would be built in the Summer while it could not be used any way and that this might go on into September.

The road closure orders for Remembrance and the Christmas Cracker could be pushed back to 2021 if necessary. The Chair explained that the markets had stopped as the stallholders had not wanted to continue but he would speak to the District Council officer about the current position. The play areas within Merriman Park and the Skate Park remained closed as they were not that big for social distancing and this could not be policed. Appropriate measures had been taken to ensure that the Council's insurance covered these closures.

The meeting ended at 7.35 p.m.

