

**Mrs. L.A. Ruff, Clerk of the Council, Street Parish Rooms, 6 Leigh Road, Street, Somerset BA16 0HA Tel. (01458) 440588**

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**23rd July**, 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 28TH JULY, 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,

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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 annual meeting of the Council held on 21st July, 2020 (attached).

3. DECLARATIONS OF INTEREST AND DISPENSATIONS

4. EXCLUSION OF PRESS AND PUBLIC

In accordance with the Public Bodies (Admission to Meetings) Act 1960 as amended

by the Openness of Local Government Bodies Regulations 2014, the press and

public will probably be excluded from the meeting by resolution for the following item

as it involves confidential information on quotations received.

5. TENDERS – 0 TO 11 YEARS PLAY AREA AND FENCING MERRIMAN PARK (Confidential

report attached for councillors only).

6. GRANT TO ELMHURST SCHOOL FOR SUMMER SUPPORT (report attached)

7. APPLICATION NO. 2020/1294/OTS – OUTLINE PLANNING PERMISSION WITH

SOME MATTERS RESERVED FOR THE EXTENSION OF STREET BUSINESS PARK

COMPRISING B1 BUSINESS, B2 GENERAL INDUSTRY, B8 STORAGE OR

DISTRIBUTION, RESIDENTIAL CARE HOME AND EXTRA CARE (USE CLASS C2)

FOOD AND DRINK (USE CLASS A3/A4/A5), CONSTRUCTION OF NEW ARM TO

THE A39 QUARRY BATCH, A39 WEST WAY AND WEST END JUNCTION,

ASSOCIATED INTERNAL ACCESS ROADS AND PATHS, PARKING AND SERVICE

AREAS WITH DETAILS OF ACCESS – LAND AT 347021 136787 GRAVENCHON WAY

STREET FOR MR. MARK FITZGERALD – OUTLINE – SOME MATTERS RESERVED

To consider the outline application 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

Annual meeting of the Council held virtually using Zoom with remote

attendance on 21st July, 2020 at 7.02 p.m.

PRESENT: Councillor P. Goater (Chair)

Councillors: C.E. Axten, P. Birch, R. Boyce,

S. Carswell, M. Daniells, J. Diment, D. Drew,

D. Goater, A. Leafe, L. Mogg, T.W.E. Napper,

A. Prior, H. Shearer and L. Wolfers

IN ATTENDANCE: L. Ruff – Clerk/RFO

M. Sandiford – Assistant Clerk Projects Officer

J. Marshfield – Assistant Clerk

County Councillor L. Leyshon

PC M. Pople – Street Beat Team

1. ELECTION OF CHAIR

Councillor Goater thanked the 3 members of staff and Councillor Axten,

Vice-Chair for all their hard work and fantastic support.

RESOLVED

that Councillor Leafe be elected as Chair of the Council until May 2021

– Councillor Leafe signed the declaration of acceptance of office and

then took the Chair.

2. ELECTION OF VICE-CHAIR

Councillor Leafe thanked Councillors P. Goater and Axten for all that

they had done in such difficult and challenging times and thanked the 3

officers for all the work which they had carried out.

RESOLVED

that Councillor Prior be elected as Vice-Chair of the Council until May

2021.

3. MINUTES

The minutes of the meeting held on 16th June, 2020 which had been circulated were approved as a correct record and signed by the Chair.

4. MATTERS ARISING

The Assistant Clerk reported that the mobile library bus would hopefully

be parked at the rear of the Crispin Hall from August. It was agreed to

have some signage and to publicise the details widely.

5. DECLARATIONS OF INTEREST AND DISPENSATIONS

In accordance with the Code of Conduct Councillors Carswell, P. 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 that he would keep an open mind.

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.

All members present declared a personal and prejudicial interest in the

small improvement scheme at Leigh Road as the Council owned part of

the land and that they had been granted dispensation to speak and vote by the Clerk, with the exception of Councillors Boyce, Diment and

Napper, and would keep an open mind when considering this.

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 – grant for Salvation Army – he had been working with

them in his role of supporting vulnerable families – left the meeting from

7.33 p.m. to 7.45 p.m. and the Vice-Chair took the Chair

Councillors Drew, D. Goater and Mogg – grant for Mendip YMCA – left

From 7.49 p.m. to 7.52 p.m.

Councillors Prior and Wolfers – grants for Crispin Community Centre –

left from 8.11 p.m. to 8.14 p.m.

Councillor Mogg – disclosable pecuniary interest – bike racks at

Greenbank Pool as he worked there – left the meeting at 9.30 p.m.

6. COMMUNITY POLICE OFFICER

PC Pople reported that Street had adapted very well to the pandemic.

The need to wear face coverings from 24th July in shops etc. would be

dealt with as a partnership approach but if there was conflict they would

attend. Councillor Shearer was to email him regarding an incident at

the Houndwood development. He would arrange for monitoring to be

done of motorbikes being driven along the main roads at great speed

on a Sunday morning.

Councillor P. Goater would email him regarding cutting back a tree at

Houndwood where anti social behaviour took place. The Police would

investigate complaints of children bullying others in Merriman Park.

Information on wearing face coverings would be displayed on the

website.

7. PLANNING COMMITTEE

The minutes of the meeting on 16th June 2020 were submitted as circulated.

RESOLVED

that the report be noted.

8. POLICY AND FINANCE COMMITTEE

The minutes of the meeting on 7th July 2020 were submitted as

circulated and appear as Annex A to these minutes in the Minute

Book. It was recognised that there was only around £15,000 left of the

allocation for vulnerable people etc. It was agreed that the Committee

should look at the long term finances to April 2021.

RESOLVED

A. that a grant of £2,732 be given to the Salvation Army to assist in

setting up a Job Club

B. that a grant of £10,000 for 2020/21 be given to Mendip YMCA

C. that the annual grant of £5,000 for 2020/21 and an additional

£5,000 to enable the building to reopen despite loss of rental due to the

pandemic, be given to the Crispin Hall Trust for the Crispin Community

Centre

D. that the report and all other recommendations be agreed.

9. EX-CHAIR’S REPORT

Councillor P. Goater reported that the temporary closure of the High

Street would end on 7th August. The new Chair would need to consider

what would happen going forward including a temporary one way

system in Vestry Road. The Projects Working Group could look at

possible permanent closure of the High Street or making walkways

wider. Initially one end would be blocked off with containers so that

vehicles could not drive through but deliveries could still take place. It

was hoped that costs would be met by the County Council.

Consideration was also being given to a pop up cycle way and a

Christmas market.

A cycle path could be provided from the roundabout to Clarks entrance

using £40,000 Section 106 funding from Street Business Park which

could be matched by the County Council although this might be time

critical. If the development at Oaklands Nursery was considered then

Section 106 funding could be requested for a cycle path.

He felt it was important for the Council to understand what it might wish

to do if local government was reorganised. Councillor Drew had

attended a virtual workshop on this on 20th July. There would be

opportunities to take over assets/services or to consider how these

would be accessed.

10. APPOINTMENT OF COMMITTEES

The Clerk submitted a report which had been circulated.

RESOLVED

that the following committees and working groups be appointed for

the ensuing year and the terms of reference, arrangements for

meetings etc. be as detailed in the report, and Standing Order 4 d vi be

suspended and the Chair and Vice-Chair of Committees to be agreed

at the first meeting of each – to determine clear and defined

parameters for each -

PLANNING COMMITTEE

Councillors: Birch, Diment, Leafe, Mogg, Wolfers

Quorum = 3

POLICY AND FINANCE COMMITTEE

Councillors: Carswell, Daniells, P. Goater, Mogg, Prior, Shearer

Quorum = one half of Committee members

Councillors Carswell and Prior to scrutinise the accounts every

quarter when this could be done safely. Councillor P. Goater to

scrutinise using Bankline. Councillors Axten and P. Goater authorised

to operate the Bankline system with the Clerk and ACPO.

STAFFING COMMITTEE

Councillors: Carswell, D. Goater, Leafe, Napper, Shearer

Quorum = one half of Committee members

GRIEVANCE AND DISCIPLINARY PANEL

Councillors: Birch, Drew, Mogg

APPEAL PANEL

Councillors: Daniells, P. Goater, Leafe

HIGHWAYS WORKING GROUP

Councillors: P. Goater, Mogg, Napper, Shearer with County Councillor

Leyshon

PROJECTS WORKING GROUP

Councillors: Axten, Carswell, P. Goater, Shearer

NOTE - Any member to attend

The Clerk in liaison with Councillors Axten and P. Goater to be

authorised to continue with the alteration of the Parish Rooms, the new

play area and moving the war memorial in Merriman Park until the

projects had been completed.

CULTURE WORKING GROUP

Councillors: Axten, Daniells, Diment, D. Goater, Shearer, Wolfers

CHRISTMAS WORKING GROUP

Councillors: Axten, Daniells, Diment, D. Goater, Shearer, Wolfers

COMMUNITY SUPPORT WORKING GROUP

Councillors: Boyce, Carswell, Drew, D. Goater, Leafe, Mogg, Prior,

Wolfers

EMERGENCY PLAN MANAGEMENT TEAM

Councillors: Carswell, P. Goater, Prior, Shearer, Parish Clerk,

Fire Officer, PCSO

Lead Co-ordinator in order of priority - Chair of Council,

Vice-Chair of Council

Emergency Plan to be reviewed

STREET COMMUNITY LIBRARY PARTNERSHIP

Councillors: Drew, P. Goater, 1 County Councillor, 1 Somerset Library

Service Officer, 2 Friends of Street Library, 1 Street Library Trust –

Parish Clerk to service

Street Parish Council is lead partner with Somerset County Council

and Friends of Street Library

ANNUAL REPORT

Clerk in consultation with Chair and Vice-Chair of Council

PRESS RELEASES

Assistant Clerk (or Clerk) in consultation with Councillors Leafe and

Shearer.

11. REPRESENTATIVES ON OUTSIDE BODIES

The Clerk submitted a report which had been circulated. It was noted

that members would need to add their appointments to their interests

form.

RESOLVED

that the following representatives be appointed to serve on the

bodies listed for the ensuing year -

Victoria Club Charitable Incorporated Cllrs. P. Goater, Napper

Organisation

Greenbank Swimming Pool Man. Com. Cllrs. Birhc, Leafe, Wolfers

2 members to attend meeting

Glastonbury Tribunal Ltd. – Street TIC Cllr. Leafe

Street Chamber of Trade and Cllrs. Birch, Mogg, Napper,

Commerce Prior, Wolfers – any 2

NOTE – Cllr. P. Goater to discuss possibly joining with Glastonbury

Chamber

Street Twinning Association Cllrs. Carswell, Leafe

Somerset Association of Local Councils Chair or Clerk

Street Young People’s Centre Cllrs. Carswell, D. Goater

Strode Theatre Board of Management Cllrs. D. Goater, Wolfers

Non Voting – Birch

Merriman Park Community Group Cllrs. Axten, Boyce, Carswell,

Daniells with local residents and reps of local organisations

NOTE - this Group considers the renovation of the Park in

accordance with the new design and assists in organising the annual

Fun Day. It is chaired by a councillor and reports to Council as

necessary.

Mendip CCTV Users Group Cllr. Napper

Deputy – Cllr P. Goater

Crispin Hall Charitable Incorporated Cllr. Wolfers

Organisation Deputy – Cllr. Prior – grant

requirement

Street Business Park Cllr. Prior – Parish

Cllr. Napper – District

Parish Rooms Emergency Contacts Cllrs. Leafe, P. Goater, Clerk

Coxs Charity Cllrs. Axten, Birch

YMCA including the Foyer Cllr. Drew, D. Goater, Prior

Child Protection Officers for SPC Cllrs. Axten, Drew

NOTE – Cllr. Drew to check that she could still hold this position

Parish Path Liaison Officer Mr. J. Dalton

12. ANNUAL REVIEW OF DOCUMENTS AND PROCEDURES

The Clerk submitted a report which had been circulated. It was noted

that the ACPO had carried out a full review of the assets and the only

issue was a rusty dog bin in Fowen Close which would be replaced.

RESOLVED

that the report and other documents be agreed and Financial

Regulation 4.10 be altered to state delegated power in consultation

with the Chair or Vice-Chair rather than the Skate Park Advisory Group.

13. PARISH PATH LIAISON OFFICER

County Councillor Leyshon reported that Jake Dalton would be starting

an apprenticeship and possibly then moving into a job.

14. PROJECTS WORKING GROUP

Notes of the meeting on 2nd July had been circulated.

RESOLVED

that the report and recommendations be agreed.

15. STREET COMMUNITY SUPPORT GROUP

County Councillor Leyshon reported the Group was trying to slow the

shopping and prescription deliveries as all volunteers were back at

work. A flyer would be delivered to reassure residents that if things got

bad again the Group would still be there. The Group was thanked for

all that it had done.

16. CHAIR UPDATES

No reports were made.

17. CORRESPONDENCE/MINOR MATTERS

The Clerk had submitted a report which had been circulated.

RESOLVED

A. that recorded meetings should be held on the Council’s

YouTube channel for 2 months

B. that the information on honours and awards and the consultation

on the LGA Member Model Code of Conduct be noted.

18. REPORT FROM COUNTY AND DISTRICT COUNCILLORS

AND REPRESENTATIVES ON OUTSIDE BODIES

District Councillor Shearer would send an email to members explaining

advice that she and Councillor P. Goater had received on how they

should act in regard to predetermination issues as they were on the

District Council Planning Board.

19. ACCOUNTS FOR PAYMENT

The latest bank reconciliations for all accounts at 30th June, 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 June 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 30th June, 2020 be noted and the schedule of receipts and

payments for July be attached as Annex B to the minutes in the

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

20. MATTERS FOR REPORT

The Clerk reported that electors for the West Ward had not called for

a bye election in respect of the casual vacancy arising from the

resignation of D. Ellis. A notice would go on the website etc. inviting

suitable candidates to apply for co-option to the Council and this would

be considered at the August or September meeting.

21. EXCLUSION OF PRESS AND PUBLIC

RESOLVED

that in accordance with the Public Bodies (Admission to Meetings) Act

1960 as amended by the Openness of Local Government Bodies

Regulations 2014, the press and public be excluded from the meeting

for the following items as they involve confidential information on

quotations received.

22. QUOTATIONS – MOVING WAR MEMORIAL MERRIMAN PARK

The ACPO submitted a confidential report which had been circulated to

members only.

RESOLVED

that subject to planning consent, Sally Strachey Historic Conservation

be selected to relocate the war memorial within Merriman Park in

accordance with the specification at a cost of £11,768 + VAT and +

£1,150 + VAT for SLH Services to re turf the existing site.

23. QUOTATIONS – BIKE RACKS AT GREENBANK POOL

The ACPO submitted a confidential report which had been circulated to

members only.

RESOLVED

that Kingston and Harvey be selected to install the replacement cycle

racks at Greenbank Pool at a cost of £2,900 + VAT in accordance with

the specification and the Council to purchase the racks at a cost of

£1,224 + VAT.

The meeting ended at 9.34 p.m.

Councillor Boyce left at 7.08 p.m.

Councillor Wolfers left at 8.30 p.m.

AGENDA ITEM NO: 6

To: Council

From: Clerk

Subject: Grant to Elmhurst School for Summer Support

Elmhurst School have applied for a grant of £1,000 to allow the ELSA support worker to continue to work with the PFSA (Councillor Leafe) during the Summer break. The School has been putting in a lot of support for families since the start of the Covid lock down in March, especially for their vulnerable families. In addition to the food support through the Council, Millfield, Salvation Army and schools, the PFSA and ELSA have been supporting vulnerable families with mental health, emotional and parenting issues and general well being. The Heads feel that without this whole package a lot of families would have been in severe crisis. A report on the work being carried out is attached separately for councillors.

Following the grants agreed on 21st July £15,432 remains of the £55,000 allocation for Issues in Street e.g. vulnerable people.

L.A. Ruff

Clerk

28.07.20