

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

**Email** **street.parish@street-pc.gov.uk** **Website www.street-pc.gov.uk**

 **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