

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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12th November 2020

**PLEASE NOTE DATE AND TIME**

Dear Sir/Madam,

You are summoned to attend the meeting of the Street Parish Council which will

be held **virtually using Zoom** with remote attendance **on TUESDAY, 17TH NOVEMBER 2020** for the purpose of transacting the business specified in the following agenda. Public Question Time will commence at approximately **6.55 p.m**. The Chair will allow each person who has registered with the Clerk to speak for up to 3 minutes on any subject/s and will firstly explain the procedures for the meeting. Persons speaking will have been informed that the meeting will be recorded. The Council meeting will commence at approximately **7 p.m**. or as soon as Public Question Time is closed by the Chair. Notes of Public Question Time on 20th October attached - **Page 3**. The meeting will be streamed live on YouTube on the Council’s YouTube channel at <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 meeting and be placed in the waiting 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 Chair will also give this opportunity to any members of the public who have registered to speak with the Clerk prior to 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 20th October 2020 (attached) **Pages 4 – 10**

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.

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5. COMMUNITY POLICEMAN

6. UPDATE ON GREENBANK SWIMMING POOL

Sarah Todd to report on 2020 and plans for 2021 prior to detailed consideration by

Policy and Finance Committee on 2nd February 2021.

7. PLANNING COMMITTEE AND APPLICATIONS

To receive minutes of the meeting held on 20th October (attached) **Pages 11 - 12** and

information on the proposed social housing at Cranhill Road Car Park and Cemetery

Lane and the proposed new vehicle service area at Oaklands Nursery site.

8. POLICY AND FINANCE COMMITTEE

To receive minutes of the meeting held on 3rd November (attached) **Pages 13 - 16**

9. REPORT FROM CHAIR

10. PARISH PATH LIAISON OFFICER – County Cllr. Leyshon to give a verbal

report on behalf of PPLO Jake Dalton.

11. HIGHWAYS WORKING GROUP

To receive notes of meeting on 3rd November (attached) **Pages 17 - 20**

12. PROJECTS WORKING GROUP

To receive notes of meeting 5th November (attached) **Pages 21 – 25**

13. MENDIP STRATEGIC TOURISM FORUM

To receive verbal report of inaugural meeting on 22nd October

14. ALTERATION OF PARISH ROOMS – site hand over and meeting on 13th November

15. CHAIR UPDATES FROM OTHER COMMITTEES/WORKING GROUPS

16. CORRESPONDENCE/MINOR MATTERS (attached) **Page 26**

17. 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.

18. ACCOUNTS FOR PAYMENT (schedule of payments attached for approval and

initialing by Chair to be arranged) and confidential detailed income and expenditure

by account report at 31st October 2020 including budget variance –

emailed to members only with bank reconciliations and earmarked reserves

schedule. **Page 27 + Confidential attachment for members only**

19. 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

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NOTES OF PUBLIC QUESTION TIME HELD BEFORE

COUNCIL MEETING ON 20TH OCTOBER 2020

D. Atkins spoke on behalf of the Merriman Park Community Group which was very pleased to attend the official opening of the new play area on 19th October. He explained why the Group felt strongly that the Council should pay the final costs associated in moving the war memorial to a corner of the Park. This would open up a large grassed area for events and activities. V. Appleby was also a member of the Group and agreed with all that D. Atkins had said. Councillor Axten explained that match funding had been obtained for the 11 to 16 years play area and for the new 0 to 11 years play area. 2 other major grants had been applied for but the criteria for both had changed during the process and these had not been awarded. The Group did raise funds for the improvement of the Park and had applied to Sport England for money for fitness equipment. Councillor P. Goater explained that the Council had not wanted the memorial to be listed but that as it had been a Section 106 agreement was necessary to ensure that the Grade 2 listed building was rebuilt after being demolished.

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STREET PARISH COUNCIL

Meeting of the Council held virtually using Zoom with remote

attendance on 20th October, 2020 at 7.21 p.m.

PRESENT: Councillor A. Leafe (Chair of Council)

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

S. Carswell, M. Daniells, D. Drew, D. Goater,

P. Goater, L. Mogg, A. Prior, H. Shearer, N. Smith and L. Wolfers

IN ATTENDANCE: L. Ruff – Clerk/RFO

M. Sandiford – Assistant Clerk Projects Officer

PC M. Pople – Street Beat Team

County Councillor L. Leyshon

D. Atkins and V. Appleby – Merriman Park

Community Group

APOLOGIES: Councillor T.W.E. Napper – another

engagement – reasons accepted

73. MINUTES

The minutes of the meeting held on 15th September, 2020 which had been circulated were approved as a correct record and arrangements would be made for them to be signed by the Chair in accordance with current guidance.

74. MATTERS ARISING

No matters were raised.

75. 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.

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Councillors Axten, Carswell and Daniells declared an other interest

under Appendix B in moving the war memorial as they were representatives of the Council on the Merriman Park Community Group and left the meeting after making representations from 8.28 p.m. to 8.35 p.m.

76. COMMUNITY POLICE OFFICER

PC Pople asked people to donate to charities through the official

collection boxes rather than to people in the street asking for money as

they were often part of an organised group. It was agreed to publicise

this on the website and Nub News and that Councillors Drew and

Shearer would prepare a statement including services for the

homeless. The Beat Surgery and Road Safety Unit would be at the

market on 21st October.

77. CASUAL VACANCY ON NORTH WARD

The Chair welcomed Councillor Nicola Smith to the Council. The Clerk

submitted a report which had been circulated. D. Knibbs was the only

candidate for consideration as E. Bartlett had withdrawn due to other

commitments. Councillor Shearer proposed Deborah Knibbs for

consideration and this was seconded by Councillor Mogg.

Voting was by show of hands and was as follows -

Deborah Knibbs – 12 votes (Councillors Boyce and Drew did not join

the meeting until later.)

RESOLVED

that Deborah Mary Knibbs be co opted to fill the vacant seat in the

North Ward for the current term of office to May 2023, that she should

sign the declaration of acceptance of office before or at the next

ordinary meeting of the Council and that she be appointed to serve on

the Planning, Policy and Finance and Staffing Committees and the

Projects, Unitary and Culture Working Groups until May 2021.

78. PLANNING COMMITTEE

The minutes of the meeting on 15th September 2020 were submitted as circulated.

RESOLVED

that the report be noted.

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79. CHAIR’S REPORT

Councillor Leafe reported that he and Councillor Smith had met Robin

Peters, Theatre Manager to discuss the future plans and an update would be sent in due course. The grant given by the Council had been key to the success of the application to the Arts Council for a large grant. The Chair wished to record his thanks to Councillor Axten for all her work in driving forward with the provision of the new play area at Merriman Park.

80. PARISH PATH LIAISON OFFICER

County Councillor Leyshon reported that the PPLO would have more time to clear paths through the Winter and members should email her if they knew of any which needed attention.

81. PROJECTS WORKING GROUP

Notes of the meeting on 1st October 2020 had been circulated with a report from the ACPO on the cycle path extension. Councillor Smith reported that the Theatre was happy to host meetings if and when a Chamber of Commerce was set up. Members were concerned about the impact on the High Street if shops closed as a result of difficulties due to Covid restrictions. It was acknowledged that many people now shopped online and at supermarkets and that this was a difficult problem to address. It was noted that Councillor Shearer was Vice-Chair of the Group and not Councillor Axten as stated in the notes. Councillor Shearer felt that the plans and surveys for the cycle path extension should be funded as if the County Climate Change bid was not successful funding from other sources could be sought.

RESOLVED

A. that the report be agreed and the Group to consider how the High

Street might diversify to draw people to it

B. that the required plans, topographical and tree surveys be commissioned at a cost of around £3,500 for the cycle path extension and delegated authority be given to the ACPO in consultation with the Chair to agree the details – funding to come from the Contingency Fund

C. that a pre application meeting in regard to the SCC bid for the cycle path extension be requested with Mendip District Council to assist with the request.

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82. RELOCATION OF WAR MEMORIAL WITHIN MERRIMAN PARK

The ACPO submitted a report which had been circulated. The meeting

was closed from 8.29 p.m. to 8.30 p.m. for D. Atkins to speak. It was

closed again from 8.35 p.m. to 8.36 p.m. for V. Appleby to thank the

Council for agreeing the final costs for the project. The Clerk thanked

the ACPO for all his work on this project and the cycle path extension.

RESOLVED

A. that the District Council’s legal costs for the required Section 106

agreement attached to planning consent for the works be met but an

accurate quotation be requested and a wish that this would not be

more than about £2,000 – discussions to be held if much more was

quoted

B. that the Clerk would read through the agreement, it not being

considered necessary to seek legal advice from the Council’s solicitors

C. that any other costs associated with setting up a bond etc. be paid.

83. PATH TO RECOVERY

Councillor P. Goater reported that meetings between the town councils, the District Council, Visit Somerset, Landsec and others continued. Information between Mendip and the towns was being shared on Facebook etc. as all would be stronger if working together. The Clerk

and Councillors Carswell and Goater would be attending the first meeting of the Strategic Tourism Group on 22nd October.

84. ALTERATION OF PARISH ROOMS

Councillors Axten and P. Goater reported that all was going well with

the project. The building was expected to be handed over on 13th

November and then the move back in for the Council and Library would

start in accordance with Covid restrictions. A workman at the site had

tested positive for Coronavirus and those who had been on the site had

been required to self isolate for 14 days but the project was still on

track. Councillor Axten paid tribute to the Clerk for dealing with all the

details of the project and also thanked the Assistant Clerk and Library

staff.

RESOLVED

that the report be agreed.

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85. STREET COMMUNITY SUPPORT GROUP

Councillor Leyshon stated that the Group was hoping that the area would not go into Lockdown again and it would be difficult to cope without the furlough scheme. The Salvation Army was running the Foodbank and it was felt that it and the Community Centre were better prepared for future developments. Councillor Drew felt that the schools had organised their operations under the restrictions brilliantly. It was

agreed to publicise more information on the website on statistics relating to the Coronavirus etc. as Shepton Mallet did as it would be of

interest to local people.

RESOLVED

A. that M. Edmunds be invited to speak at the Policy and Finance

Committee meeting on plans for Christmas or if all the information was

not available at the next Council meeting and that she be informed that the Council felt that the Community Centre was integrating very well with the Salvation Army and doing fantastic work for the community

B. that the Policy and Finance Committee should consider allocating

money saved towards support during the current difficult period

including any ideas from the Community Centre, Salvation Army, YMCA etc.

86. CHAIR UPDATES

No reports were made.

87. CORRESPONDENCE/MINOR MATTERS

The Clerk had submitted a report which had been circulated.

RESOLVED

A. that the report be agreed and the Projects Working Group to consider identifying some areas to recommend to the District Council as suitable for rewilding strips around the edges

B. that the Highways Working Group be asked to consider asking for

a 20 mile per hour speed limit around Merriman Park and the Police be

asked to monitor traffic speeds around the Park

C. that more information be requested on the grant application from Glastonbury FM and this be considered by the Policy and Finance Committee

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D. that in accordance with Financial Regulation 6.9 Councillor Daniells be appointed to authorise Bankline transactions using his own

pin number, password and card reader in the interests of security.

88. REPORT FROM COUNTY AND DISTRICT COUNCILLORS

AND REPRESENTATIVES ON OUTSIDE BODIES

District Councillor Shearer encouraged anyone to go to their GP or hospital if they needed to do so as the facilities were available despite the pandemic. She remained responsible for environmental health, licensing and public safety. District Councillor Leyshon was now responsible for Corporate Projects and Services. District Councillor Carswell was responsible for Economic Development assisted by District Councillor Goater. District Councillor Goater was on the Planning Board, was the heritage champion and was involved with tourism and connecting Devon and Somerset.

89. ACCOUNTS FOR PAYMENT

The latest bank reconciliations for all accounts at 30th September, 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 September, schedule of earmarked reserves

and a consolidated summary.

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 September, 2020 be noted and the schedule of receipts

and payments for October be attached as Annex A to the minutes in

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

90. MATTERS FOR REPORT

The Clerk had sent the district survey on car parks to members to

complete. J. Bright of Farm Road had complained about competition

from jewellery stalls in the market. Mendip District Council had

explained that under the Competitions Act 1998 it was illegal to only

allow market traders which did not compete with shops on the High

Street. Councillor Axten pointed out that a tree to be felled in Merriman

Park near the war memorial was unsafe and that this was why it was to

be removed.

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Councillor Daniells had received a complaint from a resident about the

size of double decker buses travelling around Street every 15 minutes

with very few passengers. First Bus had informed him that the new

double decker buses were lighter than the single buses and were far

more efficient in accordance with new legislation coming in at Bath.

The buses ran from 6 a.m. to Midnight and some times went up on

pavements, cutting corners and travelling at speed. The buses were

now circulating every 20 minutes and seemed to be clashing with more

school runs. The ACPO pointed out the importance of buses for the

people who depended on them. Councillor Boyce gave details of who

to contact at First about dangerous driving and reported that there was

not enough room at the Wells bus station to change a single bus to a

double decker to go on to Bath and Bristol. There was CCTV on

buses. Councillor Drew agreed to inform Councillor Mogg where the

tree planting scheme in Walton was located. Councillor Birch thanked

District Councillors Carswell and Goater for assisting with a problem

involving a lime tree at steps in Isaacs Close. Councillor Smith

reported that post Covid the Theatre could be used for Council

meetings. Councillor Daniells felt that the Parish Rooms should be

used for meetings as it had been refurbished at considerable cost.

The meeting ended at 9.35 p.m.

Councillor Drew arrived at 7.48 p.m.

Councillor Boyce arrived at 8.20 p.m.

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STREET PARISH COUNCIL

Meeting of the Planning Committee held virtually using Zoom with remote attendance on 20th October at 6:30 pm

PRESENT: Councillor L Wolfers - Chair

Councillor: L Mogg – Vice Chair

Councillors P Birch, A Leafe, N Smith

APOLOGIES None

IN ATTENDANCE: J Marshfield – Assistant Clerk.

9. MINUTES

The minutes of the meeting held on 15th September 2020 which had been

circulated, were approved as a correct record and signed by the Chair.

10. DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllrs. L Wolfers and N Smith declared an interest in Planning Application 2020/1871/HSE as they know the applicant and left the meeting from 6:36 pm until 6:42 pm. The Vice Chair took the Chair.

11. PLANNING APPLICATIONS

The Assistant Clerk submitted a report which had been circulated.

RESOLVED

2020/1801/TPO T1 - TPO M1289 T9 - Lime - Reduce overhanging secondary and

third order branches by 2-3m at Land South Of 11 Blenheim Road Street l – APPROVAL

2020/1871/HSE Erection of single storey rear extension and front porch at 26 Silver Road Street – APPROVAL WITH CONCERNS PORCH ACCESS ONTO HIGHWAY

2020/1881/HSE Erection of a two storey side extension and a single storey rear

extension at 20 Willow Road Street - APPROVAL

2020/1799/HSE Removal of existing conservatory to side elevation, existing

boundary hedge and Cherry Plum tree from rear garden. Erection of single storey side extension and rap around veranda. Erection of new 6-foot timber fencing on top of existing boundary wall. Replacement of existing flat roof with new pitched roof to side elevation at 56 Green Lane Street - APPROVAL

2020/1991/TCA Works to trees in a Conservation Area at Leigh Holt Stallgrove Lane Street for Mr Peter Clothier – APPROVAL on the proviso that new trees are planted to replace removed trees.

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2020/1958/HSE Two storey side extension to replace existing single storey on side elevation at 30 Portland Road Street - APPROVAL

2020/2066/TPO T1 - Gingko - 15% reduction (2-3m) T3 - Ash – Fell at 22 Portway Street - APPROVAL

2020/1857/HSE Erection of garage following demolition of existing garage and shed at Shaun Kim Hindhayes Lane Street - APPROVAL

NOTE – 1 new unit approved – 1 since July 2020.

The meeting ended at 6:55 pm.

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STREET PARISH COUNCIL

Meeting of the Policy and Finance Committee held virtually using Zoom

with remote attendance on 3rd November, 2020 at 6 p.m.

PRESENT: Councillor A. Prior (Chair) (In the Chair)

Councillors: S. Carswell, M. Daniells, P. Goater,

L. Mogg and H. Shearer

PRESENT BY Councillor A. Leafe (Chair of Council)

INVITATION:

IN ATTENDANCE: L.A. Ruff – Clerk/RFO

M. Edmunds – Crispin Community Centre

APOLOGIES: Councillor: N. Smith – another engagement –

reason accepted

9. MINUTES

The minutes of the meeting of the Committee held on 8th September,

2020 which had been circulated, were approved as a correct record

and signed by the Chairman.

10. DECLARATIONS OF INTEREST AND DISPENSATIONS

In accordance with the Code of Conduct Councillor Prior declared an

other interest under Appendix B in the grant application from Crispin

Community Centre as he was a representative of the Council on that

organisation. After making representations he left the meeting from

6.18 p.m. to 6.35 p.m. Councillor P. Goater (Vice-Chair) took the Chair

for this item.

11. GRANTS – CRISPIN COMMUNITY CENTRE

AND GLASTONBURY FM

M. Edmunds gave details of plans made jointly between the

Community Centre, Salvation Army, Baptist and Mission Churches for

a community Christmas in Street. Plans had been made under the

previous restrictions but the new guidelines would now be followed.

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It was planned to deliver biscuits to those over 80 years with a card

made by a pupil of Hindhayes, Brookside or Elmhurst School. Food

and toy hampers would be delivered to vulnerable families. There

would be a drive through carol service in the College car park. All the

churches would give out Christingle packs to families from the Library

Garden on Saturday 12th December. On Christmas Day the Baptist

Church would deliver pre-ordered Christmas lunches and subject to

restrictions a socially distanced sit down dinner would be served to a

small number who had pre-booked. A Go Fund Me page had been set

up and contributions would be made by supermarkets and Coxs

Charity. Two organisations had each applied to the Community

Foundation for a grant of £250. The joint request to the Council was

for £2,000.

The Clerk reported that Glastonbury FM would come back with more

information regarding their grant request when they had considered the

implications of the rent on their building doubling from January.

RESOLVED

A. that a grant of £2,000 be made to the joint Christmas appeal and

where possible the Council’s logo and ‘Supported by Street Parish

Council’ be displayed – it was noted that the Salvation Army might

need up to £5,000 more funding in January as donations were usually

down then but the community need could be considerable

B. that the grant application from Glastonbury FM be deferred until

an update had been received.

12. ESTIMATED EXPENDITURE AND PRECEPT FOR 2021/2022

The Clerk submitted a report which had been circulated, including a

confidential section for members only detailing staff salaries etc. The

Chair wished to record his gratitude to the Clerk for all her work in

producing the detailed report.

It was noted that the precepts of the County and District Councils were

capped but for 2020/21 those of local councils were not. It was also

noted that a representative of Greenbank Pool would be speaking at

the Council meeting on the issues which they faced and the

implications. It was generally felt that the Council needed to retain

funds in the current difficult financial situation due to the coronavirus

epidemic and other factors including services being taken on when the

new unitary authority was set up. Councillor Daniells wished to discuss

the possibility of having a co operative shop for essentials in the High

Street at the Projects Working Group.

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The Clerk reminded members that the first loan would be repaid in

November 2023 and there would then be an additional £22,222

available. She also confirmed that the Council could at any time

agree to change earmarked reserves and use funds for a different purpose.

RESOLVED TO RECOMMEND

A. thatapproval be given tothe report and the Estimates for 2021/22

as attached as Annex A to the minutes in the Minute Book and the

precept on Mendip District Council for 2021/22 to be in the sum of

£471,500 – an increase of 2.5% or £3.04 (25p a month) on a Band D

property (council tax base to be confirmed in mid December and

figures revised accordingly)

B. that subject to A above the information for the council tax section

of the District Council’s website/leaflet be as attached as Annex B to

the minutes in the Minute Book

C. that subject to A above the earmarked reserves at 31st March

2022 be as attached as Annex C to the minutes in the Minute Book

C. that subject to A above the general revenue reserves be set at

£188,276 for 2021/22 to maintain current assets such as Street Skate

Park, the Parish Rooms and Merriman Park and fund new projects or

services as they arise

D. that the Clerk in consultation with the Chair of Council should

agree the best and most cost effective storage solution for Christmas

display items etc. having regard to the value of items stored, ease of

access and security.

13. RECEIPTS AND PAYMENTS JULY TO SEPTEMBER 2020

The Clerk submitted reports which had been circulated. The detailed

income and expenditure report by code at 30th September 2020

appears as Annex D to these minutes in the Minute Book. Attention

was drawn to the following significant variations between the budget

set and the income/expenditure.

1301 Contingency Fund

No expenditure to date and substantial savings made in a number of

Allocations due to events etc. being cancelled due to the coronavirus

Epidemic and the Parish Rooms being closed for 4 months while the

alterations were carried out.

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1179 Grants Received

Somerset County Council will contribute £50,000 to the alteration of the

Parish Rooms with around £26,000 being needed for the new furniture

etc. and the remaining funds being given to the Council as a grant.

1577 PWLB Loan

Second loan of £100,000 minus £35 fee taken out with PWLB for 14.5

years towards costs of altering the Parish Rooms.

RESOLVED

that the report be noted.

14. PERIODIC REPORTS AND INSPECTIONS

The Clerk submitted a report which had been circulated.

It was noted that there would be no mobile library in Street at present

as due to the lockdown the Crispin Hall would be closed and the area

at the rear unavailable and also due to the risk assessment and short

notice. In accordance with current restrictions the Clerk in consultation

with the Chair of Council and Councillor P. Goater would consider the

soft launch and use of the Parish Rooms.

RESOLVED

that the report be agreed.

The meeting ended at 7.20 p.m.

Councillor Shearer arrived at 6.35 p.m.

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**NOTES OF HIGHWAYS WORKING GROUP**

**Date:** 3 November 2020

**Attendees:** **Street Parish Council**

Cllr. Peter Goater (PG) Cllr. Terry Napper (TN)

Cllr. Heather Shearer (HS) Mark Sandiford (MS) ACPO

**Somerset County Council**

Liz Leyshon (LL)

**Apologies:** Cllr. Luke Mogg (LM) Cllr. Nicola Smith (NS)

**Absences:** None

|  |  |
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| **Notes** | **Actions** |
| **1. ELECTION OF CHAIR – to May 2021**  It was agreed to postpone the election to the following meeting due to absences.  PG agreed to chair today’s meeting. |  |
| **2. ELECTION OF VICE CHAIR – to May 2021**  It was agreed to postpone the election to the following meeting due to absences |  |
| **3. APOLOGIES FOR ABSENCE**  LM and NS |  |
| **4. NOTES OF MEETING HELD ON 27 January 2020**  The notes were agreed as accurate. |  |
| **5. SECTION 106 FUNDING – CYCLE RACKS**  MS confirmed that the Greenbank cycle racks have been completed. The total cost of the project is yet to be confirmed, as the invoice has not been received from Kingston Harvey, but is estimated to be between £4.5k and £5k. That leaves around £3.5k of S106 funding for further projects.  Possible sites suggested for additional or replacement racks included Street skate park, Merriman Park and Strode Swimming Pool. Due to the impact on Strode from Covid-19 the impending second lockdown, LL warned that sensitivity is required if contacting pool staff or Fusion Leisure. |  |
| **- 17 -**  **6. SECTION 106 FUNDING – IMPROVEMENTS TO PEDESTRIAN NETWORK**  MS confirmed that the current proposal is to install  a combined cycle/footpath along the A39, linking Street Roundabout to the turning off the A39 towards Clarks HQ/Clarks Village car park. The total cost of the project is estimated to be in the region of £105k. £55k of S106 funding is available, and an application will be made to Climate Emergency Community Fund 2020-2021 for the remainder.  It was agreed, at the meeting of Street Parish Council on 20 October, that an initial cost of around £3,500 would be spent to produce plans (including topographical and tree surveys) to support the grant application.  MS confirmed that AEQ Consultants Ltd have been appointed to produce the plans.  LL recommended that Street Parish Council apply for Pre-App advice to demonstrate commitment to the project when being considered for funding. |  |
| **7. PARKING RESTRICTIONS**  No further sites were identified; however, a problem had been reported in Overleigh where access by a fire engine was impeded. It was agreed to monitor the situation. |  |
| **8. SPEED INDICATOR DEVICES**  SLH Services have now taken over the responsibility of maintaining the SID’s from PG.  MS has ordered a replacement battery for one device that was struggling to hold charge. MS will ask SLH to monitor the condition of the other batteries to see if it would be efficient to replace them all.  PG agreed to produce a one-page protocol for SLH to follow, to include details of when to relocate the devices. This would be reviewed at the next meeting. PG will also circulate details of the current available locations. | MS  PG |
| - 18 -  **9. PARISH SPEED LIMIT**  Concerns had been raised by a local resident following an accident in Vestry Road.  The accident was reportedly by a speeding vehicle that struck parked cars and pushed one car onto the pavement, hitting a wall.  The resident’s main concern was that the accident occurred close to the entrance to Merriman Park.  The resident has observed that cars drive faster than the road conditions allow, referring to the number of parked cars. Drivers increase their speed to enable them to get through the pinch points quickly.  It had been suggested that traffic calming measures could be considered. MS confirmed that Mark Pople had been contacted on 21 October requesting a speed monitor in the area.  TN had suggested a parish wide speed limit of 20/25 mph, for which LL had confirmed her support.  Following discussions all agreed their support for a parish-wide lower speed limit, which should be discussed at the next Council Meeting. |  |
| **10. SMALL IMPROVEMENTS SCHEME**  At the meeting of Street Parish Council on 20 October, LR reported that the detailed design for the SIS for Brooks Road was in progress. A review is being made for the waiting restriction amendments on Brooks Road from the north of Brookside to just beyond Goss Drive. Any changes to parking restrictions would require a new Traffic Regulation Order involving a formal consultation which might not be successful. It was hoped to start on site within the current financial year.  TN reported that he had received some concerns from local residents regarding the proposals. LL and HS both stressed that Street Parish Council should be supporting the scheme as it will improve safety for children going to school and have minimal negative impact on residents as the proposal has been much watered down. |  |
| **11. MISCELLANEOUS MATTERS**  **Email from Mr C Hughes**  The email was discussed, and Mr Hughes’ concerns were recognised. However, it is a commercial route without subsidy and therefore Street Parish Council would have no influence in decisions.  HS raised importance of responding to public correspondence, which all acknowledged.  - 19 -  **Electric Vehicle Charging Points**  PG confirmed that a complaint had been received regarding lack of charging points within Street. PG reported that Clarks Village were considering installing charging points and would also raise it at the forthcoming Mendip Access Parking Strategy (MAPS) meeting.  LR had already responded to the individual.  **Development of Cranhill Car Park for Social Housing**  PG raised concerns that the proposed development would take away too many parking spaces, particularly when a considerable area of Southside car park could be redeveloped, and Clarks Village have plans to increase visitor numbers. PG argued that Mendip should be retaining car parks and have a longer-term strategy.  LL confirmed that pre-apps have been completed, but all proposals must go through the full planning process, at which point residents and Street Parish Council will be able to voice concerns.  All agreed that there is a need for social housing.  **Hedges**  MS reported two complaints regarding the extent that the hedge had encroached onto the path at Slugg Hill, making it dangerous for pedestrians to pass each other. LL confirmed that little could be done, as even cutting the hedge back would have little impact due to lack of regular maintenance.  TN reported that the hedge between Bowling Green and Street Drove required cutting again. TN would contact SCC to try and arrange  **Drain Covers**  TN reported that the drain covers by the Noticeboard in the High Street were lifting. TN to report to Neil Corp (Highways) | PG  TN  TN |
| **12. DATE OF NEXT MEETING**  **Agreed** that the next meeting will be held at 10am 15th December 2020 |  |
| Meeting ended at 11:36 |  |

Notes produced by:

**Mark Sandiford**

**Assistant Clerk & Projects Officer**

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**NOTES OF PROJECTS WORKING GROUP MEETING – HELD REMOTELY**

**Date:** 5 November 2020, 1pm

**Attendees:** Peter Goater (PG) Chair Deb Knibbs (DK) Andy Leafe (AL)

Luke Mogg (LM) Mike Daniells (MD) Nicola Smith (NS)

Alan Prior (AP) Terry Napper (TN)

Liz Leyshon (LL)

Linda Ruff (LR) Clerk Mark Sandiford (MS) ACPO

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| --- | --- |
| **Notes** | **Actions** |
| **1. APOLOGIES FOR ABSENCE**  **Apologies:** Heather Shearer (Vice Chair), Simon Carswell, Pam Birch  **Absences:** |  |
| **2. NOTES ON PROJECT WORKING GROUP MEETING 1st October**  No amendments to notes were required. |  |
| **3. ALTERATION OF PARISH ROOMS**  LR confirmed that the pointing had been completed, and the lift is currently being installed. The card entry system to the building and lift is still to be configured, as well as reinstallation of the card reader at the bottom of the stairs. However, all is on schedule and the handover is due to take place on 13th November. The council office will move back in on 18th November, and the library are planned to move back on 23rd November. The official opening of the building will be postponed, due to the current situation with Covid-19, however, staff may use the office as required.  AL stated that the available office space should be utilised, and suggested Glastonbury FM could be a possible tenant, however MD did not think the acoustics or room size would be suitable. PG and LM did not want to lose the use available meeting rooms and suggested it should be a facility that can be used by the council, community, and to raise funds. NS stated that she could use her experience and contact local businesses to rent the rooms.  MS confirmed that the plans of the replacement signs and notice boards should be available next week, and would then apply for planning permission |  |
| - 21 -  **4. MOVING WAR MEMORIAL IN MERRIMAN PARK**  MS reported that the legal department at Mendip had confirmed that the cost of £2k was only an estimate and a final price was not available, however, it was not expected to exceed this amount and could fall well below if the initial draft agreement is largely acceptable with little negotiation. Mendip require a copy of the deeds or Land Registry entry to confirm that Street Parish Council are the registered owners of Merriman Park; which MS will provide.  NS asked if the contractor had been selected, and MS confirmed that Sally Strachey Historic Conservation were selected from four companies who provided quotes. | MS |
| **5. NEW BANNERS FOR HIGH STREET**  LR referred the group to the report produce by Jenny Marshfield – Assistant Clerk.  After some discussion regarding the colourways and possibly engaging with the public or schools to come up with the wording to accompany the design on each banner, the recommendation was to proceed with the production of the 32 double sided banners, in the 3 designs and 3 colourways. Furthermore, it was recommended that the Culture Working Group should come up with the wording due to lack of time to engage the public.  It was also recommended that the 2014 banners should be reprinted. |  |
| **6. FUTURE OF HIGH STREET**  LM referred to the email regarding Beat the Street, an interactive programme promoting activity through fun for families and individuals. It could be used to promote facilities within Street, such as parks, green spaces, and swimming pools, and encourage visitors to Clarks Village to explore other areas of the village, including the High Street.  The recommendation was that MS should investigate costs and the success of the programme in other areas  MD started discussion on other aspects of the High Street, such as pedestrianisation, one-way system and loss of shops.  - 22 -  LL updated the group on the situation in Glastonbury. The one-way system had reduced traffic in the high street but has had a negative impact in other areas. The Glastonbury Town Clerk would like the one-way system to stay, but an accident in Bere Lane, which caused significant traffic to build up for several hours has highlighted the need for consultation and engagement with a traffic engineer. Any proposals in Street would need to be well thought out following consultation with residents and businesses.  It was recommended that a comprehensive strategy is required regarding regeneration of the High Street and the future vision for Street. The benefits and viability of any strategy, including pedestrianisation, should be fully understood, and the council may need to engage with professional design services.  There was some debate over the timing of any review, due to the unknown impacts of Covid-19, and unfolding situation with Clarks International, which could put a number of facilities under threat.  It was agreed that the council should engage with Clarks Village, and LR would arrange an informal meeting between Chris Davis and a small group of councillors, along with the Clerk and ACPO.  13:57 DK, AL, left the meeting | MS  LR |
| **7. SMALL IMPROVEMENT SCHEME – LEIGH ROAD**  LL summarised the history of the scheme, and how it had developed over several years.  14.08 NS left the meeting  The proposed new scheme would see the narrowing of the pavement on the Crispin Hall side of the road, and replacing the existing, newly refurbished, shelters with slimline ones. There were concerns raised over the potential cost of the proposal, narrowness of pavement, and public safety. The recommendation from the group was therefore not to support the proposal, but final decision would be made by Council on 17th November.  14:15 TN left the meeting |  |
| **8. COMMUNITY SUPPORT**  LR reported that the Salvation Army may need additional support but was encouraged that they are putting people in touch with other agencies that are able to offer help tailored to individual needs.  - 23 -  LL confirmed that people should phone 0300 790 6275 if they need information or support.  LL confirmed that the community group were not intending to produce a leaflet during this lockdown, as restrictions are less severe, and people are more likely to know where to get help.  LL reported that hospital capacity is a concern amongst rising cases, and that there are plans to use much more local track and trace services. |  |
| **9. REWILDING AREAS**  LL confirmed that towns and villages can propose what areas should be rewilded. The recommendation was that MS should contact Haylee Wilkins at Mendip to obtain a map of which areas are maintained by Mendip. The council could then review and respond with proposals. | MS |
| **10. CHAMBER OF COMMERCE**  MS confirmed that information regarding Covid and the Basis Marketplace has been cascaded to businesses who have given consent and the new Facebook page should go live next week.  A champion is required to start a new Chamber of Commerce, but in the current situation it is difficult to find somebody who is willing to commit. |  |
| **11. WEBSITE ACCESSIBILITY**  It was confirmed that the Street Parish Council website is now fully compliant. |  |
| **12. ETHICAL STANDARDS IN PUBLIC LIFE**  LR referred to the consultation and confirmed that any response must be emailed to [policycomms@nalc.gov.uk](mailto:policycomms@nalc.gov.uk) by 17:00 on 4 December. |  |
| **13. ANY OTHER BUSINESS**  AL asked how often the council publicised the availability of grants. LR confirmed that grants were publicised in June, for applications to be considered in September.  - 24 -  Following the Policy & Finance Committee meeting on 3 November, LR confirmed that a 2.5% increase in the precept would result in a £0.25 per month increase on a band D house. The total income from the precept would be £471,500.  LL confirmed that neither SCC or MDC have yet received any money from the loss of revenue grant.  LL confirmed that a number of planning applications, including Street Business Park, have been held up due to guidance by Natural England concerning the high levels of phosphates in the Somerset Levels and Moor, which must be protected from further pollution.  A discussion ensued regarding the recent planning application for affordable housing on Cranhill Car Park and land at Cemetery Lane. This will be discussed further at the council meeting on 17th November, and LR reminded the group that they must be careful not pre-determine a decision ahead of the planning application being considered. |  |
| **14. DATE OF NEXT MEETING**  14th January 2021, 1pm | MS |

Notes produced by: **Mark Sandiford - Assistant Clerk & Projects Officer**

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AGENDA ITEM NO: 16

To: Council

From: Clerk

Subject: Correspondence/Minor Issues

1. Casual Vacancy – South Ward

Councillor Axten resigned from the Council on 3rd November and a notice will be displayed asking if electors wish to call for a bye election. If this is not claimed a further notice will be displayed inviting suitable candidates to apply for co option to the Council.

New representatives need to be appointed for Coxs Charity and the Merriman Park Community Group and if anyone is suitably qualified as a Child Protection Officer to join with Councillor Drew – the Chair is able and willing to act as a Child Protection Officer.

2. New Councillor for North Ward

Councillor Deb Knibbs has signed the declaration of acceptance of office and been granted dispensation to speak and vote on matters relating to the alteration of the Parish Rooms as necessary.

3. Parish Rooms – Emergency Contacts

The emergency contacts in respect of the Parish Rooms will be in order -

M. Sandiford, J. Marshfield, L. Ruff, Cllr. Leafe, Cllr. P. Goater.

4. Mendip Markets

Markets in Mendip will remain open during lockdown for essential goods only.

5. Hanging Baskets and Planters in High Street 2021

To agree that the Clerk in consultation with the Chair can agree the quote from Sweet Acre Nursery for the above which is virtually the same as last year – allowance has been made in the budget.

L.A. Ruff

Parish Clerk

17.11.20

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AGENDA ITEM NO: 18

To: Council

From: Clerk

Subject: Accounts for Payment

The latest bank reconciliations for all accounts at 31st October 2020 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 will be signed by Councillors Carswell and Prior as part of the monthly check of accounts when guidance allows and Councillor P. Goater is doing an online check.

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

L.A. Ruff

Clerk

17.11.20

Approved by Council on 17th November 2020 and initialled by Chair:

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