STREET PARISH COUNCIL

 Annual meeting of the Council held virtually using Zoom with remote

attendance on 4th May, 2021 at 7 p.m.

 PRESENT: Councillor A. Leafe (Chair of Council)

Councillors: P. Birch, S. Carswell, M. Daniells, D. Drew, D. Goater, D. Knibbs, L. Mogg, T.W.E. Napper, A. Prior, H. Shearer, N. Smith and L. Wolfers

 IN ATTENDANCE: L. Ruff – Clerk/RFO

 PC M. Pople – Street Beat Team

 County Councillor Leyshon

 APOLOGIES: Councillor R. Boyce – working – reason

 accepted

1. ELECTION OF CHAIR

 Councillor Leafe thanked the staff, the Vice-Chair and all councillors for

 their support during his time as Chair of the Council in a very difficult

 year. He also thanked Councillor Liz Leyshon and all key workers in

 the Street Community Support Group for assisting the parish during the

 pandemic. Councillors Wolfers, Napper and Birch thanked the Chair

 for all that he had done.

 RESOLVED

 that Councillor Wolfers be elected as Chair of the Council until May

 2022.

 Councillor Wolfers then signed the declaration of acceptance of office

 and took the Chair.

2. ELECTION OF VICE-CHAIR

 RESOLVED

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

 2022.

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3. MINUTES

The minutes of the meeting held on 27th April, 2021 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.

4. MATTERS ARISING

 There were no matters raised.

5. DECLARATIONS OF INTEREST AND DISPENSATIONS

In accordance with the Code of Conduct Councillors Carswell, 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 also declared an interest under Appendix B in any matters relating to the County Council and that he would keep an open mind.

Councillor Wolfers, Chair declared a disclosable pecuniary interest in any matters relating to local businesses as she worked for Glastonbury

Chamber of Commerce. She did not need to leave the meeting as no such matters were discussed.

Councillors Daniells, Drew and D. Goater declared an other interest under Appendix B in the Community Library Partnership and left after making representations from 8.44 p.m. to 8.51 p.m.

6. COMMUNITY POLICE OFFICER

 PC Pople reported that the next meeting of Meet The Team would be

 on 1st July. Councillor Napper, Chair of that body hoped that there

would soon be a meeting with the YMCA.

7. PLANNING COMMITTEE

 The minutes of the Committee meeting on 27th April were submitted

as circulated.

RESOLVED

that the report be noted.

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8. POLICY AND FINANCE REPORTS

 The Clerk submitted a report which had been circulated.

 RESOLVED

 that the report be agreed and the fidelity guarantee be kept at the

 £1 million band.

9. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2020/21

 PART 3 – SECTION 1 – ANNUAL GOVERNANCE STATEMENT

 2020/21 AND ANNUAL INTERNAL AUDIT REPORT 2020/21

 The Clerk submitted reports and documents which had been circulated.

Careful consideration was given to each of the assertions in Section 1.

 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 pandemic

C. that as recommended by the Internal Auditor, Probusiness Ltd. in

their letter dated 29th April 2021, the asset register be maintained on an

Excel spreadsheet in future with totals calculated using the ‘SUM’

function.

10. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2020/21

 PART 3 – SECTION 2 – ACCOUNTING STATEMENTS 2020/21

 The Clerk submitted Section 2 and supporting documents which had

been circulated.

RESOLVED

that Section 2 of the Annual Return, the accounts for the year ended

31st March 2021 and other documents as circulated, be approved and

signed by the Chair, having already been signed by the

 Clerk/Responsible Financial Officer.

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11. REPORT FROM EX-CHAIR

 Councillor Leafe had made his report at the meeting on 27th April.

12. APPOINTMENT OF COMMITTEES

 The Clerk submitted a report which had been circulated. She informed

 councillors that she and other staff members really appreciated the

 recognition shown for all the work undertaken through the recently

 agreed pay award.

 RESOLVED

A. 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 other than for the Planning Committee – set

out below – to determine clear and defined parameters for each -

 PLANNING COMMITTEE

 Councillors: Birch, Knibbs, Leafe, Mogg, Napper, Wolfers

 Quorum = 3

 Chair: Councillor Knibbs

 Vice-Chair: Councillor Birch

 POLICY AND FINANCE COMMITTEE

 Councillors: Carswell, Daniells, Knibbs, 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 and using Bankline. Councillors

Daniells and Mogg to scrutinise using Bankline. Councillors Carswell,

Daniells, Mogg and Prior authorised to operate the Bankline system

with the Clerk and ACPO.

 STAFFING COMMITTEE

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

 Smith

 Quorum = one half of Committee members

 GRIEVANCE AND DISCIPLINARY PANEL

 Councillors: Birch, Drew, Mogg

 APPEAL PANEL

 Councillors: Daniells, Napper, Smith

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 HIGHWAYS WORKING GROUP

 Councillors: Mogg, Napper, Shearer, Smith with County Councillor

 Leyshon

 CULTURE WORKING GROUP

 Councillors: Daniells, D. Goater, Knibbs, Leafe, Mogg, Shearer,

Wolfers

 CHRISTMAS WORKING GROUP

 Councillors: Daniells, D. Goater, Shearer, Wolfers

 BUSINESS ACTION GROUP

 Councillors: Birch, Carswell, Knibbs, Mogg, Prior, Smith

 COMMUNITY AND WELL BEING WORKING GROUP

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

 Smith, Wolfers

 UNITARY WORKING GROUP

 Councillors: Carswell, Drew, Knibbs, Napper, Prior, Shearer, Smith

EMERGENCY PLAN MANAGEMENT TEAM

 Councillors: Carswell, Napper, Prior, Shearer, Smith, Wolfers, Parish

Clerk, Fire Officer, PCSO

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

 Vice-Chair of Council

 Consult YMCA at a later date about becoming a rest centre

 STREET COMMUNITY LIBRARY PARTNERSHIP

 Councillors: Daniells, Drew, Deputy - D. Goater, 1 County Councillor,

3 Somerset Library Service Officers, 2 Friends of Street Library –

 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, Mogg,

Prior and Shearer.

 More press releases to be made on Working Group and Business

 Action news etc. to Street Nub News and others – possibly someone

 engaged to assist.

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 B. that the Culture Group would consider the new banners, twinning

and a Somerset themed fun day/Chair’s investiture/recognition of

groups and individuals who had supported the community during the

pandemic/official opening of the library in June, July or August

 C. that the Christmas Cracker event be held on Saturday 4th

 December with details considered by the Working Group

 D. that the Community and Well Being Group should discuss what

 it would focus on going forward.

13. 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

 A. that the following representatives be appointed to serve on the

bodies listed for the ensuing year -

 Victoria Club Charitable Incorporated Cllrs. Birch, Napper

 Organisation

 Greenbank Swimming Pool Man. Com. Cllrs. Birch, Prior, Smith

 2 members to attend meeting

 Deputies – Knibbs, Leafe

 Glastonbury Tribunal Ltd. – Street TIC Cllr. Leafe

 Street Chamber of Commerce Cllrs. Birch, Mogg, Napper,

 Prior – any 2

 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. Boyce, Carswell,

 Daniells, Leafe with local

residents and reps of local organisations

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 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 Leafe

 Crispin Hall Charitable Incorporated Cllr. Wolfers

 Organisation Deputy – Cllr. Mogg – grant

 requirement

 Street Business Park Cllr. Prior – Parish

 Cllr. Napper – District

 Parish Rooms Emergency Contacts Clerk, Asst. Clerk, ACPO,

 Cllr. Leafe

 Coxs Charity Cllrs. Birch, Napper

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

 Child Protection Officers for SPC Cllrs. Drew, Leafe

 Parish Path Liaison Officer Mr. J. Dalton

 NOTE – Councillor Leyshon to determine if J. Dalton still wished to be

 the PPLO and if not, a gift to be arranged for him. Councillor Daniells

 was in discussions with Community Payback about clearance of paths

 and other community work.

 B. that Greenbank Pool be discussed at the next meeting of the

 Council.

14. ANNUAL REVIEW OF DOCUMENTS AND PROCEDURES

 The Clerk submitted a report which had been circulated.

 RESOLVED

 A. that the report be agreed, including meeting dates and Standing

Orders, Financial Regulations and the Code of Conduct be adopted

 B. that the Annual Parish Meeting be held at 6.30 p.m. on 25th May

 in the main library, Parish Rooms as remote meetings were not

 permitted after 6th May

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 C. that holding monthly councillor surgeries for 1 hour be considered

 at the next meeting

 D. that the Chair and Clerk would hold meetings at the office with

 each councillor individually to discuss what they wanted to get from

 being a parish councillor, available training courses they might want to

 attend, and a particular project about which they were passionate and

 could give back to the community – at the end of the year there would

 be a review of what had been done.

15. CO-OPTION TO NORTH AND SOUTH WARDS

 The Clerk submitted a report which had been circulated. Several

 people were considering becoming a councillor.

 RESOLVED

 that any future candidate be asked to provide a short summary rather

 than completing the form and those co-opted to be given a welcome

 pack and then asked to decide which committees and working groups

 they wanted to serve on after an initial 3 month period.

16. PARISH PATH LIAISON OFFICER

 Councillor Leyshon would find out if the PPLO wished to continue in the

 role. Others and Community Payback could assist with such matters.

 Councillor Mogg suggested that a number be added to the walking

 maps so that if someone saw an overgrown path etc. they could log

 this with the Council. It was also agreed to publicise an app where a

 photo of any abandoned shopping trolleys could be sent and

 arrangements would then be made for them to be collected promptly.

17. STREET COMMUNITY LIBRARY PARTNERSHIP

 Notes of the meeting on 28th April had been circulated.

 RESOLVED

 A. that it is acknowledged that the Friends of Street Library (FOSTL)

 are an equal partner within the agreement and will not be charged for

 using rooms in the Parish Rooms

 B. that the Council will subsequently decide what the strategy is for

 using or letting rooms.

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18. HIGHWAYS WORKING GROUP

 The meeting on 29th April had been rescheduled. Councillor Napper

 Reported that he had requested that the order for the new road layout

 at Brooks Road be suspended as a number of residents were unhappy

 as they would not be able to park outside of their houses.

19. CHAIR UPDATES

 No reports were made.

20. CORRESPONDENCE/MINOR MATTERS

 The Clerk submitted a report which had been circulated.

RESOLVED

A. that Councillors Carswell and Prior be authorised to operate the

Bankline system, in addition to Councillors Daniells and Mogg, with the

Clerk or ACPO

B. that County and District Councillor Leyshon be asked to proceed with an options appraisal of the extension to the multi user path on the

A39, obtain an indication of cost, using the £55,000 Section 106

funding from the Business Park and the possibility of applying for

funding.

21. REPORT FROM COUNTY AND DISTRICT COUNCILLORS

 AND REPRESENTATIVES ON OUTSIDE BODIES

District Councillor Shearer would share information regarding the Health and Well Being Board where agencies came together.

District Councillor Carswell reported on the My Mendip, Visit Somerset

and Walkers are Welcome initiatives and gave details of grants which

were available.

22. ACCOUNTS FOR PAYMENT

 The latest bank reconciliations for all accounts at 30th April, 2021

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 April, schedule of earmarked reserves

and a consolidated summary.

 RESOLVED

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 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 April, 2021 be noted and the schedule of receipts

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

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

23. MATTERS FOR REPORT

 Councillors Birch and Daniells wished Councillor Shearer good luck

as she was standing in the elections on 6th May to be the next Police

and Crime Commissioner for Avon and Somerset.

It was agreed to live stream physical meetings on Youtube if this could

be arranged and to write to the MP expressing disappointment that

remote meetings were to end. In line with GDPR to retain the

recording of this last remote meeting for the archives. The Clerk

reported on 2 matters which had just arisen. It was agreed to work

with the British Legion to replicate the dedication of the war memorial

in Merriman Park on 2nd October 2021 to mark the centenary of this. It

was also agreed to support the proposal for a bus stop in the High

Street so that Berrys Coaches could use it in the early morning and

late evening.

 The meeting ended at 9.15 p.m.

 Councillor Carswell arrived at 7.19 p.m.

 Chair \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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