

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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**10th June** 2021

**PLEASE NOTE DATE TIME VENUE**

Dear Sir/Madam,

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

be held in the **First Floor Studio, Strode Theatre, Church Road, Street**  **on TUESDAY, 15TH JUNE 2021** 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. The Council meeting will commence at approximately **7 p.m**. or as soon as Public Question Time is closed by the Chair. There was no Public Question Time on 4th May 2021. Numbers will be restricted in accordance with Covid guidance at the time. All attendees except children under 16 years will be required to check in by scanning the NHS QR code poster or providing their name and number. Rules must be adhered to including social distancing, wearing a mask and hand sanitizing. Anyone experiencing Covid symptoms must not attend. It may be necessary to invite people in to the meeting in several sessions to keep within permitted numbers. Alternatively residents are encouraged to make written representations on issues rather than attending in person – contact details above.

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 annual meeting of the Council held on 4th May 2021 (attached) **Pages 4 – 13**

3. MATTERS ARISING

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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.

5. COMMUNITY POLICE OFFICER

6. PLANNING COMMITTEE

To receive minutes of the meeting held on 4th May (attached) **Page 14**

7. CO-OPTIONS TO NORTH AND SOUTH WARDS (report attached) **Pages 15 - 16**

8. HIGHWAYS WORKING GROUP

To receive notes of 13th May (attached) **Pages 17 - 20**

9. CHRISTMAS WORKING GROUP

To receive notes of 26th May (attached) **Page 21**

10. CULTURE WORKING GROUP

To receive notes of 26th May (attached) **Pages 22 - 23**

11. STREET COMMUNITY LIBRARY PARTNERSHIP

To receive a verbal report of 8th June

12. LOCAL GOVERNMENT REVIEW

To receive a verbal report of 8th June including summer survey

13. BUSINESS ACTION GROUP - verbal report

14. REPORT FROM CHAIR

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

report on behalf of PPLO Jake Dalton.

16. MENDIP STRATEGIC TOURISM FORUM - verbal report

17. CHAIR UPDATES FROM OTHER COMMITTEES/WORKING GROUPS

18. CORRESPONDENCE/MINOR MATTERS (attached) **Pages 24 – 25A**

19. 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. The Chair and Vice-Chair to report on a recent meeting

with Crispin Community Centre and request that the additional grant of £5,000 is

now paid.

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

initialing by Chair) and confidential detailed income and expenditure by account

report at 31st May 2021 including budget variance –

emailed to members only with bank reconciliations and earmarked reserves

schedule. **Page 26 + Confidential attachment for members only**

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21. 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.

22. EXCLUSION OF PRESS AND PUBLIC

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

by the Openness of Local Government Bodies Regulations 2014, it is probable that

a resolution will be passed at the meeting to exclude the press and public for item

nos. 23 to 25 below as they involve confidential information on negotiations with the

Pool Trust, and quotes for CCTV and the phone system.

23. GREENBANK POOL – GRANT

To discuss the agreed close working relationship with the Council.

24. CCTV IN PARISH ROOMS

To consider a confidential report from the Assistant Clerk (attached for members

only) **Pages 27 – 28**

25. REVIEW OF PHONE SYSTEM

Report from ACPO attached for members only **Pages 29 - 30**

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To: Chair and Members of Street Parish Council

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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.

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STREET PARISH COUNCIL

Meeting of the Planning Committee held virtually using Zoom with remote attendance on 4th May 2021 at 6:30 pm

PRESENT: Councillor L Wolfers - Chair

Councillors P Birch, D Knibbs, A Leafe, L Mogg, N Smith

APOLOGIES: None

IN ATTENDANCE: J Marshfield – Assistant Clerk.

1. ELECTION OF CHAIR – It was agreed that Cllr. D Knibbs be elected as Chair

until May 2022

2. ELECTION OF VICE CHAIR – It was agreed that Cllr. P Birch be elected as

Vice chair until May 2022

3. APOLOGIES - None

4. MINUTES

The minutes of the meeting held on 27TH April 2021 which had been

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

5. DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllr Mogg declared an interest in planning application 2021/0714/ADV and refrained from voting on this application.

6. PLANNING APPLICATIONS

The Assistant Clerk submitted a report which had been circulated.

RESOLVED

2021/0902/HSE Demolish Conservatory & Extension and Erect New Rear Single Storey Extension at 30 Elmhurst lane Street - APPROVAL.

2021/0903/HSE Demolition of existing conservatory and erection of new single storey rear extension at 4 Portway Street – APPROVAL.

NOTE - 0 new units approved – 1 since May 2021.

The meeting ended at 6:40 pm.

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AGENDA ITEM NO: 7

To: Council

From: Clerk

Subject: Co-Options to North and South Wards

The Chair to call for nominations to fill the vacant seats in the North and South Wards by co-option to the Council (procedure attached). As the period of the vacancies has more than 6 months to run the Council must co opt to fill it. C. Axten and P. Goater resigned from the Council and in each case a poll was not claimed in time. K. Thick decided not to take up the position. Public notices have been displayed inviting suitably qualified people to apply to the Council for co option on the website and Facebook. The candidates who have stated that they wish to be considered for the vacant seats are as follows and their forms are attached for members -

Sarah L. Cummins (also known as Szewiel)

Maggie Dear

Jean M. Howard

Adrian R. Sparkes

All persons have certified in writing that they meet the criteria for eligibility set out in section 79 of the Local Government Act 1972 to be a member of the Council and are not disqualified pursuant to section 80 of the Act. To qualify as a candidate persons must live, have a business or work in Street or within 4.8 km for at least 1 year or be on the electoral role and be over 18 years of age.

Any candidate who is to be considered for co option until the end of the current term in May 2023 must be proposed and seconded at the meeting. Voting will be carried out in public by show of hands and candidates will be invited to go in to the waiting room for this.

The successful candidates will be invited to join committees and working groups when they have served on the Council for 3 months.

L.A. Ruff

Clerk

15.06.21

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A successful candidate must have received an absolute majority vote of those present and voting i.e. over half of the votes cast. If this is not the case voting continues until someone does have an absolute majority of votes cast. This is done by striking off the candidate with the least number of votes and the remainder must then be put to the vote again.

This will mostly be a satisfactory procedure but if several candidates have obtained the same number of least votes and the aggregate of the others is less than a normal quorum eg. 3:2:2:2:2, it may be thought wise not to strike off all those with the least votes together but, if negotiations for withdrawals fail, to strike them off one by one, in an order determined by vote.

If there is an equal number of votes the Chair can use their casting vote to decide on a candidate. The new co-opted member can if present, sign the declaration of acceptance of office and then take part in the meeting but as it will be a remote meeting and, if not present can sign before or at the next ordinary meeting of the Council.

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**NOTES OF HIGHWAYS WORKING GROUP**

**Date:** 13 May 2021

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

Cllr. Luke Mogg (LM) (joined 18:55) Cllr. Terry Napper (TN)

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

**Somerset County Council**

Liz Leyshon (LL)

**Apologies:**

**Absences:** Cllr. Nicola Smith (NS)

|  |  |
| --- | --- |
| **Notes** | **Actions** |
| **1. ELECTION OF CHAIR**  it was agreed to postpone the election of Chair until the next meeting. |  |
| **2. ELECTION OF VICE CHAIR**  it was agreed to postpone the election of Chair until the next meeting. |  |
| **3. APOLOGIES FOR ABSENCE**  None received. |  |
| **4. NOTES OF MEETING HELD ON 25th February 2021**  The notes were agreed as accurate. |  |
| **5. SECTION 106 FUNDING – CYCLE RACKS**  MS confirmed that following the decision to use the remaining S106 funds to install bike racks in Merriman Park, Kate Carr has provided a plan showing two possible locations, either near the main entrance or south west corner entrance. Following discussions with Kate it was considered that the south west entrance would probably have more use, as it is near to the play areas. However, on inspection, the installation of racks in this location would obstruct a service gate still used by SLH.  MS is waiting for Kate to suggest an alternative location. |  |
| - 17 -  **6. A39 CYCLE PATH**  MS confirmed that the funding application to the Climate Emergency Community Fund was unsuccessful.  LL reported that AEQ would amend the plans to widen the path to 3 metres where possible, to comply with SCC requirements. AEQ would then seek initial quotes to determine the amount of additional funding that would be required over and above the available S106.  MS to write to AEQ with confirmation to proceed. | MS |
| **7. PARKING RESTRICTIONS**  ACPO confirmed that the final list (with two subsequent additions) was submitted to SCC on 26th March.  LL suggested a potential additional request to renew the markings of the zebra crossing in Southleaze. TN would review the state of the existing markings and feedback comment to LL. | TN |
| **8. SPEED INDICATOR DEVICES/ SPEEDWATCH**  Following a discussion with for PC Mark Pople, NS was to update the group regarding the possibility of a campaign to coincide with the road safety week from 16th to 22nd November, including a Community Speedwatch.  Action to be forwarded to next meeting.  HS reported that the PCC previously had funding available for road safety, and therefore SPC should contact PCC to discuss financial support for any campaign. |  |
| **9. SMALL IMPROVEMENTS SCHEME**  LL confirmed that the TRO notice for the Brooks Road SIS was published on 29 April, inviting comments within 21 days.  Unfortunately, there were significant differences between the published TRO and that which was previously agreed, including extended zigzags and a reduced waiting area, resulting in less available parking. TN had received a number of complaints from local residents, and Brookside School were also looking to object. TN and LL were objecting to the changes.  - 18 - |  |
| **10. BUSKING**  ACPO has contacted Ian Glover from MDC to ascertain what powers they have regarding busking, but to date no response has been received.  HS would share an email address to ensure that the enquiry is correctly processed. | HS |
| **11. NO COLD CALLING SIGNS**  ACPO has contacted both MDC and SCC Highways, to ascertain who would grant permission for new signs. A definitive response has yet to be received. |  |
| **12. ROAD SUBSIDENCE – THE MEAD**  TN had nothing further to report. TN and LL agreed that the issue should be pursued. TN would contact John Woodman, cabinet holder for SCC Highways and Transport. | TN |
| **13. CORRESPONDENCE**  **Footpath Chicanes**  A resident has raised an issue of some chicanes being unsuitable for mobility scooters. On discussion with Sue Church, Neighbourhood Project Officer (MDC) it was found that although some chicanes are located on paths that cross MDC land, the lanes are actually owned by SCC. The issue could be reported to County Highways, but it is unlikely that a chicane that would allow access to mobility scooters would also serve the purpose of restricting access to mopeds.  LL reported receiving a request from a resident of Brookfield Way to make access to Brooks Road via Fowen Close accessible to users of mobility scooters.  HS queried whether there had ever been any challenges under disability discrimination. LL agreed to investigate.  - 19 -  **Public Rights of Way**  An email has been received from the Footpath Officer for Somerset Ramblers, asking for help to review existing public rights of way, identify long term rights of way issues, all roads and streets are on the definitive map, review potential loss of paths, and create local walks.  Agreed to recommend that SPC publicise the request, but with responses being sent to directly to the Ramblers Association. | LL |
| **12. MISCELLANEOUS**  LM reported a willow tree overhanging the highway. LL would forward a photo to LL. | LM |
| **13. DATE OF NEXT MEETING**  Agreed that the next meeting will be held at 6pm on 15th July 2021 | All |

Notes produced by:

**Mark Sandiford**

**Assistant Clerk & Projects Officer**

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**INFORMAL NOTES FROM**

**THE CHRISTMAS WORKING GROUP REMOTE MEETING 26.5.21 AT 6:30 PM**

PRESENT: Cllr. M Daniells (MD), Cllr D Goater (DG)

Cllr. L Wolfers (LW) arrived 7 pm

Jenny Marshfield (JM) Assistant Clerk

APOLOGIES: Cllr. H Shearer.

As there were only two Councillors present at the start of the meeting, an informal discussion was had and the following items discussed.

It was suggested that the Christmas Cracker event be rebranded, that it should benefit Street, have the ‘wow’ factor and not be just another Christmas market.

MD suggested that a Christmas Wonderland themed event may be able to be held within Greenbank pool, with Christmas themed stalls being placed on the grassed area and Christmas lighting in the trees. MD to discuss the feasibility with the Greenbank committee.

JM suggested using an events company for the organisation, this would alleviate the pressure of managing the event. JM to investigate.

DG suggested contacting Chris Davis to help with advertising and to encourage shoppers from Clarks Village to the event. Once the venue for the event is confirmed JM will contact.

LW suggested organising a Christmas window ‘treasure hunt’ to encourage shoppers from the event into the High Street. Also, to investigate the possibility of an ice rink to be placed within Greenbank for the event. This could then be used as a Christmas attraction for Street.

The group agreed that there is not enough time to arrange a Christmas event for 2021 but concentrate on the new rebranded event for 2022.

JM suggested that as there are only four Councillors on the Christmas Working Group, that it merge with the Culture Working Group.

Meeting ended 7:20 pm

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**CULTURE WORKING GROUP REMOTE MEETING NOTES**

**26.5.21 AT 7:30 PM**

**PRESENT:** Cllr M Daniells (MD), Cllr D Goater (DG), Cllr. D Knibbs (DK),

Cllr A Leafe (AL), Cllr. L Mogg (LM), Cllr. L Wolfers (LW)

Jenny Marshfield (JM) – Assistant Clerk

**APOLOGIES:**  Cllr. H Shearer

**ELECTION OF CHAIR**

It was agreed that Cllr. Andy Leafe be elected as Chair of the Culture Working Group.

**ELECTION OF VICE CHAIR**

It was agreed that Cllr. Deborah Knibbs be elected as Vice Chair of the Culture Working Group.

Notes of the meeting 16.1.20 were approved.

JM informed the group of the suggestion that the Christmas Working Group merge with the Culture Working Group. The group agreed for this to go ahead.

JM gave a short verbal report from the Christmas Working Group remote meeting. The group agreed that there would not be enough time to organise a Christmas event this year and that a new rebranded Christmas event for 2022 idea be taken to the next Council meeting.

**STREET DAY – COMMUNITY AWARDS**

LW suggested incorporating the awards ceremony into the Merriman Park Fun Day 4.9.21

MD suggested working with the Merriman Park Community Group and have a timed slot mid-afternoon, also SPC to have a gazebo at the event to give the community chance to meet the Councillors.

AL suggested that each Councillor could present an award to a nominated member of the community.

LM suggested that vouchers could be given with the awards.

JM to contact previous award winners (Community Award, Good Citizen Award and the Young Citizen Award) to return the shields. Also to investigate new commemorative awards and inform the group at the next meeting.

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JM informed the group that Mendip District Council are hoping to organise and fund Summer Mini Eats Festivals within the 5 towns/villages of Mendip, to encourage residents and visitors back into the High Street. This would be organised and run by the Eat Festival organisation.

[Eat Festival Information](https://www.eatfestivals.org/)

*Information has now been received from Mendip District Council, due to time scales, the Mini Eat Festivals will not be able to go ahead in the Summer. MDC are in contact with the organisers to look at further options.*

Date of next remote meeting 23.6.21 at 7 pm

Meeting ended at 8:30 pm

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AGENDA ITEM NO: 18

To: Council

From: Clerk

Subject: Correspondence/Minor Issues

1. Monthly Councillor Surgeries

As agreed on 4th May to discuss holding monthly councillor surgeries for 1 hour.

2. New Premises Licence – Premier Street Convenience Store, 80 High Street

The above application has been made to the District Council for the supply of alcohol for consumption off the premises. Opening hours will be 7 am to 9 pm Monday to Saturday and 7 am to 5 pm Sunday.

3. Covid and Grant Aid – Digital Boards

Rates are very low across Somerset. The County and 4 District Councils stepped back their emergency response on 8th June but the situation will be monitored and the response could start up again within a day. The lessons learned have been recorded for future reference. Recovery is being planned – personal, community and economic. There have been significant job losses in certain areas.

The County Council will be providing £500,000 which local councils can apply for around mid September under a quick and easy system to be administered by SALC. The 2 areas where grant applications can be made are Opening Up Safely and, Reconnecting People in the Community. Councillors are asked to decide how much should be applied for and for what purpose. This Council could apply for a grant of £8,000 towards the cost of digital boards. It appears that a grant of £17,000 will be awarded towards the digital boards by Mendip District Council. The 2 grants if given would pay most or all the cost of 2 boards and so a grant writer may not be required.

The Council is asked to agree that 2 boards be installed initially so that the Business Plan can be finished, written confirmation of details received from DMD and then it can be sent to SALC for specialist financial advice on income generation in particular.

The County Council has informed local councils that more Government funding will be coming but no details are available on how much, what this will be for etc. We will continue to keep updated on such sources of funding. Papers on how Local Community Networks would operate will be shared around 6th July. There will be 4 pilot LCNs this year including on Exmoor looking particularly at highways and transport issues. This will test how things can be done differently in different areas.

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4. Grant – Street Chamber of Commerce

An application has been received for a grant of £2,000 to restart the Chamber of Commerce in Street with a website, marketing, administration etc. Accounts details awaited.

5. Community Area between Parish Rooms and Community Centre

The Chair and I have contacted the Crispin Hall CIO and Landsec as owners of the above area, to discuss improving it for local people to enjoy. This would include provision of chairs, planting the area by the entrance to the Parish Rooms, some trees and a bug hotel etc. Millfield and Friends of Street Library wish to be involved in this.

6. Communications Person

The Chair would like to suggest following discussions with the Assistant Clerk, that the Council engages a local communications professional for a set number of hours a week for 3 months to publicise the work of the Council on the website, Twitter, Instagram etc. A maximum budget of say £2,000 to be set from the Contingency Fund. 3 quotes to be sought and delegated power given to the Clerk in consultation with the Chair and Vice-Chair to agree which to engage. This would then be reviewed.

7. Fire Safety at Parish Rooms

On 6th May a full evacuation of the Parish Rooms was carried out successfully by Council and Library staff. The 3 officers of the Council have been trained to use the evac chair in the event of a fire.

On 19th April PJ Fire Safety Consultants carried out a life safety fire risk assessment at the Parish Rooms. There are some actions to be carried out within 3 months including fitting intumescent strips and smoke seals to doors on the 1st floor, fire safety training for staff and nominating staff to assist and respond in the event of a fire. Approval is sought for the Clerk in consultation with the Chair and Vice-Chair to agree the necessary actions and carry these out within the set timescale.

8. Consultation on Statement of Licensing Policy and Street Trading Policy – Licensing Act 2003

Mendip District Council are consulting on the above 2 policies and are planning to make some minor changes. The policies can be found at [www.mendip.gov.uk/licensingconsultation](http://www.mendip.gov.uk/licensingconsultation)

Comments to be submitted by 30th June.

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9. Homefinder Somerset Annual Policy Review

Each year the Homefinder Policy is reviewed to improve customer experience and ensure that it complies with the latest legislation, guidance and good practice. The Homefinder Somerset Policy is available on the Publications page of the Homefinder Somerset website. A paper setting out issues raised to date is attached for members. Comments to be submitted by 22nd June.

10. Salvation Army

The Salvation Army has a stall again at the weekly market and has started the Friday coffee morning in their car park – weather permitting. The ladies fellowship group has restarted and a toddler group is meeting in Merriman Park. The Job Club will start at the end of June subject to restrictions and it is hoped to start the strawberry club for adults with learning difficulties once social distancing is not required. The Food Bank is feeding around 15 people a week. In order that people do not become dependent on a food parcel, other means of support are being explored such as voucher scheme, budgeting courses and cooking courses.

L.A. Ruff

Parish Clerk

15.06.21

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AGENDA ITEM NO: 20

To: Council

From: Clerk

Subject: Accounts for Payment

The latest bank reconciliations for all accounts at 31st May 2021 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 Councillors Daniells and Mogg are doing an online check.

Receipts and, payments to be authorised, for May are detailed on the attached pages and will appear as an annex to the minutes.

L.A. Ruff

Clerk

15.06.21

Approved by Council on 15th June 2021 and initialled by Chair:

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