k 

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

Email street.parish@street-pc.gov.uk Website [www.street-pc.gov.uk](http://www.street-pc.gov.uk)

 **15th July** 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, 20TH JULY 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 15th June 2021. Numbers may be restricted in accordance with Covid guidance at the time. All attendees except children under 16 years may be required to check in by scanning the NHS QR code poster or providing their name and number. Current 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 meeting of the Council held on 15th June 2021 (attached) **Pages 4 – 11**

3. MATTERS ARISING

 - 1 -

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 15th June (attached) **Pages 12 - 13**

7. POLICY AND FINANCE COMMITTEE

 To receive minutes of the meeting held on 6th July and a **Confidential** report from

Fontology giving details of the quote being recommended (attached) **Pages 14 - 19**

Councillors Birch and Smith wish to join the Committee. Renovation of the library

 mural/garden is likely to cost £20,000 or more and other grants will be sought in

addition to £5,000 from Creative Mendip. However if sufficient funding is not obtained

the Council would need to meet any shortfall.

8. CULTURE WORKING GROUP

 To receive notes of 23rd June (attached) **Pages 20 – 21** and to consider having a

 Mini EATS festival at Christmas working with Mendip DC and the other town

 councils. There would be a cost of around £3,000.

9. HIGHWAYS WORKING GROUP

 Meeting of 15th July postponed due to lack of attendees – new date to be advised

and additional members requested. Current membership Cllrs. Mogg, Napper,

Shearer, Smith and County/District Cllr. Leyshon.

10. SUMMER SURVEY

 To receive a report of responses to the Summer survey **Pages 22 – 26**

11. BUSINESS ACTION GROUP - notes of 2nd July (attached) **Pages 27 - 30**

12. REPORT FROM CHAIR

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

report on behalf of PPLO Jake Dalton.

14. MENDIP STRATEGIC TOURISM FORUM - verbal report

15. CHAIR UPDATES FROM OTHER COMMITTEES/WORKING GROUPS

16. CORRESPONDENCE/MINOR MATTERS (attached) **Page 31**

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.

 - 2 -

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

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

report at 30th June 2021 including budget variance –

emailed to members only with bank reconciliations and earmarked reserves

schedule. **Page 32 + 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.

20. 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. 21 - 23 below as they involve confidential information on negotiations with the

digital boards, on moving the war memorial and with the Pool Trust.

21. DIGITAL BOARDS (Confidential report attached for councillors only with proposal as

a separate attachment) **Pages 33 - 34**

22. MINOR ADDITIONAL WORKS – MOVING WAR MEMORIAL (Confidential report

 attached for councillors only) **Pages 35 - 36**

23. GREENBANK POOL – GRANT

 To continue discussions on the agreed close working relationship with the Council.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

To: Chair and Members of Street Parish Council

 - 3 -

 STREET PARISH COUNCIL

 Meeting of the Council held in the First Floor Studio, Strode Theatre on

15th June, 2021 at 7 p.m.

 PRESENT: Councillor L. Wolfers (Chair of Council)

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

 IN ATTENDANCE: L. Ruff – Clerk/RFO

 J. Marshfield – Assistant Clerk

 M. Sandiford – Assistant Clerk Projects Officer

 County Councillor Leyshon

 M. Dear and J. Howard – co option candidates

 APOLOGIES: Councillor R. Boyce – problems with car –

 reason accepted

24. MINUTES

The minutes of the annual meeting held on 4th May, 2021 which had been circulated were approved as a correct record and signed by the Chair.

25. MATTERS ARISING

 Councillor Mogg would send a statement in response to the statement

 on social housing at Cranhill Road car park and land at Cemetery Lane

 made by the District Council for the information of members.

26. 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 the grant application by Street Chamber of Commerce as she would be

working for the organisation and left the meeting from 9.04 p.m. to

9.15 p.m. Councillor Prior took the Chair for this item.

 - 4 -

Councillor Mogg declared a disclosable pecuniary interest in the grant

for Greenbank Pool item and left the meeting from 9.46 p.m. to

9.53 p.m.

Councillor Smith asked for guidance on interests. The Clerk was

attending a training event on 8th July and would include guidance in the

agenda for the next meeting.

27. COMMUNITY POLICE OFFICER

 The ACPO read out the report for PC Pople who was unable to attend.

 There had been a rise in bike thefts and it was suggested that the bike

 marking scheme be re-introduced by the Police.

28. PLANNING COMMITTEE

 The minutes of the Committee meeting on 4th May were submitted

as circulated.

RESOLVED

that the report be noted.

29. CO-OPTIONS TO NORTH AND SOUTH WARDS

 The Clerk submitted a report which had been circulated. There was 1

 vacant seat in the North Ward and 1 vacant seat in the South Ward. In

 accordance with Standing Order 3 m it was agreed to vote on the

 co-options by paper ballot issued by the Clerk. It was also agreed that

 both of the co-opted members could sign their declaration of

 acceptance of office and join the meeting if present after all co-options

 had been agreed.

 Councillor Carswell proposed Maggie Dear for consideration and this

 was seconded by Councillor Shearer. Councillor Shearer proposed

 Jean Howard and this was seconded by Councillor Mogg. Councillor

 Wolfers proposed Adrian Sparkes and this was seconded by Councillor

 Prior. Councillor Shearer proposed Sarah Cummins and this was

 seconded by Councillor Leafe.

 M. Dear and J. Howard each made a statement to councillors. The

 Clerk then read a statement from S. Cummins and A. Sparkes who

 were unable to attend.

 - 5 -

 The Council agreed to vote on the vacancy in the North Ward and the

 voting was - S. Cummins – 2 votes, M. Dear – 1 vote, J. Howard –

 5 votes, A. Sparkes – 5 votes. As no candidate had an absolute

 majority of votes cast it was agreed to vote on J. Howard and A.

 Sparkes and to strike off the 2 candidates with 2 votes and 1 vote. The

 voting was - J. Howard – 4 votes, A. Sparkes – 9 votes.

 RESOLVED

 that Adrian Sparkes be co-opted to fill the vacant seat on the Council

 in the North Ward for the current term of office to May 2023. He was

 not present and would sign the declaration of acceptance of office

 before or at the next meeting.

 The Council agreed to vote on the vacancy in the South Ward and the

 voting was - S. Cummins – 4 votes, M. Dear – 2 votes, J. Howard –

 7 votes.

 RESOLVED

 that Jean Howard be co-opted to fill the vacant seat on the Council in

 the South Ward for the current term of office to May 2023. She then

 signed the declaration of acceptance of office and joined the meeting.

 The meeting was adjourned from 7.42 p.m. to 7.45 p.m.

30. HIGHWAYS WORKING GROUP

 The ACPO submitted notes of the meeting on 13th May which had been

 circulated. A request for the speed limit in Higher Brooks to be reduced

 had been referred to County Highways. The Group would consider a

 complaint from a resident of Tor View Court about the lorries, noise etc.

 in Somerton Road.

 RESOLVED

 that the report be agreed.

31. CHRISTMAS WORKING GROUP

 The Assistant Clerk submitted notes of the meeting on 26th May which

 had been circulated.

 RESOLVED

 - 6 -

 that the report be agreed subject to the following -

* + the Group to merge with the Culture Group until early 2022
	+ any remaining budget from 2021 to be used in 2022
	+ Greenbank Pool and The Grange to be considered as possible venues for the event in 2022 (it was noted that Greenbank would draw people to the High Street)
	+ grants to be sought for the event including possibly an ice rink
	+ more information to be given to both venues and a written guarantee obtained that the chosen one could be used in 2022 before detailed work commenced.

32. CULTURE WORKING GROUP

 The Assistant Clerk submitted notes of the meeting on 26th May which

 had been circulated. Mendip District Council would be funding and

 organising a mini EAT festival in Street on 11th July.

 RESOLVED

 that the report be agreed with D. Atkins as the contact in respect of the

 awards ceremony at the Fun Day and P. Hopwood in respect of the

 Council’s gazebo – councillors to ask residents to complete the survey

 on the day and the Community Group shield to be held by the Council

and all organisations who had assisted during the pandemic be

nominated for this award.

33. STREET COMMUNITY LIBRARY PARTNERSHIP

 The Clerk gave a verbal report of an informal meeting of councillors

 held on 8th June to consider the history of the CLP and library. It was

 agreed that the library should be kept to the same good standard as at

 present in the publicly owned Parish Rooms. There would be a need to

 establish if the arrangement in the 1924 building would be financially

 viable bearing in mind VAT, rates etc. The team working on this would

 need to determine exactly what was required from any new

arrangement prior to entering in to a binding contract.

 RESOLVED

 that the CLP should go forward with the next step following initial

 discussions with the Library Trust and begin to consider proposals for

 the Library to move back to the 1924 building from 1st April 2023.

 - 7 -

34. LOCAL GOVERNMENT REVIEW

 The Clerk gave a verbal report of an informal meeting of members on

 8th June to consider transfer of assets/services, Local Community

 Networks and the future of Street and the Council. The ACPO reported

 that the first part of the survey asking residents for ideas of what they

 wished the Council to focus on over the next 5 years would take place

 from 28th June to 23rd July. Voting would take place from 16th August

 to 17th September and the results known by 30th September.

 RESOLVED

 A. that a map be marked of all the assets, services, ownerships in

 Street and the ones which the Council might be interested in be listed

 B. that ‘Your Community, Your Money, Your Say’ should be at the

 top of the flyer, poster etc. for the Summer survey and the Council to

 consider the responses and what it also wanted to focus on a meeting

 in August.

35. BUSINESS ACTION GROUP

 Councillor Prior would send out an update by email.

36. REPORT FROM CHAIR

 Councillor Wolfers reported that she had met the High Sheriff for

 Somerset at a recent event and was arranging for him to visit various

 places in Street, possibly on the Fun Day. Street was in the top 10 of

 tourist attractions in the UK and had more visitors than the Tower of

 London. On 11th June a site meeting had been held with

 representatives of Millfield, Clarks Village and the Crispin Hall CIO to

 discuss improving the area between the Parish Rooms and the

 Community Centre. Clarks Village would provide 2 benches and

 Millfield would provide planting at the side of the Parish Rooms as an

 initial improvement of the area. A longer term plan could then be

 developed for a low wall and seat, fruit and vegetables, poetry lines

 enscribed on paving etc., bat boxes, bug hotel and CCTV coverage.

 Funding could also be considered.

 The Chair would also be meeting with James Heappey, MP and others

 to begin initial discussions on the former Tesco building, grants and

 funding and social housing development on Cranhill Road car park and

 land at Cemetery Lane. She would also ask if the MP would be holding

any local surgeries in Street. The new Street Chamber of Commerce

was planning an employment fair at Millfield.

 - 8 -

37. PARISH PATH LIAISON OFFICER

 Councillor Leyshon would thank the PPLO for his work on behalf of the

 Council and ask if he could clear the path by the football field at

 Smithfield Road.

38. MENDIP STRATEGIC TOURISM FORUM

 There was nothing further to report.

39. CHAIR UPDATES

 No reports were made.

40. CORRESPONDENCE/MINOR MATTERS

 The Clerk submitted a report which had been circulated.

RESOLVED

A. that monthly councillor surgeries for 1 hour should start again in

September – Health Connectors training would be useful for members

B. that approval be given to the application for a new premises licence for Premier Street Convenience Store, 80 High Street, Street

C. that provision of 4 digital boards should be considered and a grant

of £8,000 be applied for towards these through SALC under the area of

reconnecting people in the community – the Chair and 3 officers would

review the Business Plan from Councillors Prior and Smith and then it

would be submitted to the next meeting of the Council for consideration

D. that the grant application from Street Chamber of Commerce be

supported in principle and more clarity and a business plan including figures, objectives and which businesses retail and other were keen to join be submitted to the next meeting

E. that 3 quotes be sought for 2 initial projects to improve the website, social media etc. for a maximum of £2,000 and the Clerk in

consultation with the Chair and Vice-Chair be given delegated authority

to agree a quote – the projects to be reviewed in 3 months

F. that the Clerk in consultation with the Chair and Vice-Chair be given approval to agree the necessary actions from the fire risk

assessment report on the Parish Rooms and to carry these out within

the set timescale.

 - 9 -

41. REPORT FROM COUNTY AND DISTRICT COUNCILLORS

 AND REPRESENTATIVES ON OUTSIDE BODIES

County and District Councillor Napper reported that a fair had set up in

the field by the Skate Park. M. Fitzgerald of Street Business Park had

objected to this as it was part of proposals to expand the Business Park. The matter had been referred to the District Council regarding permissions.

County and District Councillor Leyshon reported that the small

improvement scheme for Brooks Road would be revised and the dip in

Glaston Road would be filled in. She would ask for an update on the

list of highways requirements submitted for Street.

It was agreed that the additional grant of £5,000 previously agreed for

the Crispin Community Centre should be paid as the recent meeting on

plans had been satisfactory.

42. ACCOUNTS FOR PAYMENT

 The latest bank reconciliations for all accounts at 31st May, 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 May, 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 31st May, 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.

43. MATTERS FOR REPORT

 Councillor Mogg reported that an increase in the use of electric

scooters would be considered at the next PACT meeting.

44. EXCLUSION OF PRESS AND PUBLIC

 It was not necessary to pass a resolution as no press or public were

 present.

 - 10 -

45. GREENBANK POOL – GRANT

 There was a need to clarify the plans and objectives for the Pool going

 forward. It was agreed to consider this at the next meeting.

46. CCTV IN PARISH ROOMS

 The Assistant Clerk submitted a confidential report which had been

 circulated to members.

 RESOLVED

 that CID Fire and Security be engaged at a cost of £2,895.22 + VAT

 to provide the new CCTV system at the Parish Rooms as set out in the

 report.

47. REVIEW OF PHONE SYSTEM

 The ACPO submitted a confidential report which had been circulated to

 members.

 RESOLVED

 that the system be upgraded to the BT Cloud Voice (subject to contract

 review) as set out in the report.

48. LIBRARY GARDEN

 Initial negotiations had been made regarding improvement of the

 Library Garden in the short term. When this had been agreed it was

 proposed that the noticeboard and history board at the front of the

 Crispin Hall be moved up to Merriman Park.

 The meeting ended at 10 p.m.

 Councillors Drew and Leafe arrived at 7.05 p.m.

 Councillor Birch left at 8.50 p.m.

 Councillor Leafe left at 9.37 p.m.

 - 11 -

 STREET PARISH COUNCIL

Meeting of the Planning Committee held in the Studio, Strode Theatre, Church Road, Street on Tuesday 15th June 2021 at 6:00 pm

 PRESENT: Councillor D Knibbs - Chair

 Councillors P Birch, L Mogg, L Wolfers

 APOLOGIES: Councillor A Leafe

 IN ATTENDANCE: J Marshfield – Assistant Clerk.

7. APOLOGIES - None

8. MINUTES

 The minutes of the meeting held on 4th May 2021 which had been

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

9. DECLARATIONS OF INTEREST AND DISPENSATIONS

None.

10. PLANNING APPLICATIONS

 The Assistant Clerk submitted a report which had been circulated.

 RESOLVED

 2021/1016/HSE Single storey extension to the front of the property at 21 Woods Road Street - APPROVAL

 2021/0785/HSE Erection of two storey side extension and single storey front and rear extension following the demolition of exiting garage at 44 Woods Road Street - APPROVAL

 2021/0823/HSE Erection of two storey rear and side extension at 7 Barnard Avenue Street - APPROVAL

 2021/1121/HSE Demolish Conservatory and erect single storey rear extension at 4 Clemence Road Street - APPROVAL

 2021/1120/HSE Erection of single storey rear extension at 41 Orchard Road Street - APPROVAL

 2021/1146/HSE Raising roof over existing garage to create office and workshop space at 38 Middle Leigh Street- APPROVAL

- 12 -

2021/1179/TPO Pollard all Ash trees to approx 50% of their current height ensuring

 they will be manageable once dieback takes hold but that they are retained as screening for the short term at 4 Wilton Orchard Street - APPROVAL

 2021/1170/LBC New roof light, fitted kitchen, toilet and wash basin to bedroom, new

 boiler, installation of soil vent pipe, replacement of rainwater down pipe and re-roof

 the building using existing tiles 50 Wilfrid Road - APPROVAL

 2021/0520/HSE 20 Orchard Road Street – revised plans dated 11th May on MDC

 website – Council recommended refusal but applicant has since scaled back the two

 storey element of the extension to help mitigate the neighbours’ concerns. MDC

 reconsulted neighbours on revised plans on 12th May and no objections received. REFUSAL - Concerns regarding turning circle impact on neighbouring gardens

 2021/1247/HSE Erection of porch and garage 27 Lias Road Street - APPROVAL

 2021/1273/HSE Erection of a two-storey extension to north west elevation, two storey

 extension to southeast elevation and single storey rear extension 5 Housman Road

 Street - APPROVAL

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

The meeting ended at 6:30 pm.

 - 13 -

 STREET PARISH COUNCIL

 Meeting of the Policy and Finance Committee held on 6th July, 2021 at

6 p.m. in the Main Library, Street Parish Rooms.

 PRESENT: Councillor M. Daniells (Vice-Chair) (In the Chair)

 Councillors: S. Carswell, L. Mogg, A. Prior and

 H. Shearer

 IN ATTENDANCE: Mrs. L.A. Ruff – Clerk

 PRESENT BY

 INVITATION: Councillors: P. Birch, D. Goater and N. Smith

 APOLOGIES: Councillor D. Knibbs – another engagement –

reason accepted

1. ELECTION OF CHAIR

 RESOLVED

 that Councillor Daniells be elected as Chair of the Committee for the

 year.

2. ELECTION OF VICE-CHAIR

 RESOLVED

 that Councillor Mogg be elected as Vice-Chair of the Committee for the

 year.

3. MINUTES

 The minutes of the meeting of the Committee held on 23rd February,

 2021 which had been circulated, were approved as a correct record

 and signed by the Chair.

4. DECLARATIONS OF INTEREST AND DISPENSATIONS

 In accordance with the Code of Conduct Councillors Carswell and

Shearer declared an other interest under Appendix B as they were

members of Mendip District Council and that they would keep an open

mind when considering matters at either parish or district level.

 - 14 -

5. GRANTS

 The Clerk submitted a report which had been circulated. Councillor

 D. Goater reported that former Councillor P. Goater had arranged a

 meeting to form a Chamber of Commerce with support from Pillars,

 Strode College and Clarks Village. This was then cancelled at the

 start of Lockdown due to the pandemic. The meeting was adjourned

 from 6.50 p.m. to 6.53 p.m.

 RESOLVED

 A. that a grant of £500 be released now through P. Eavis and the

Street Chamber of Commerce bank account for Councillor Wolfers to

charge her time to produce a fully costed business plan to confirm the

 anecdotal evidence of interest in the Chamber and a list of businesses

 wishing to join it

 B. that a grant of £600 be given to the Street and Glastonbury

 Community Learning Partnership to run 6 Forest School days for

 families from Street throughout the Summer – a report to be submitted

 at the end of the holidays and a presentation including letters from

 some of the children to go on the website.

 RESOLVED TO RECOMMEND

A. that up to a further £2,000 be earmarked for Chamber of

Commerce work and the matter be considered again when the

business plan was ready with a representative other than the Chair,

giving a presentation on it to the Committee

 B. that the second grant of £5,000 be made to Mendip YMCA.

6. NEW BANNERS

 RESOLVED

 A. that a grant of £200 be made to St. John Ambulance in recognition

 of the design work for the banners done by S. Hann and a grant of

 £200 be given to the Harvest Church for the work done by D. Thomas

 and £100 be given to the artist S. Hann – the Council had the rights to

 use the designs

 B. that postcards and possibly t-shirts be made with the designs on.

 - 15 -

7. QUOTES FOR NEW LOGO/BRANDING, WEBSITE, SOCIAL MEDIA

 The Clerk submitted a confidential report which had been circulated. It

 was not necessary to exclude the press and public as none were

 present.

 RESOLVED TO RECOMMEND

 A. that Fontology Studio be engaged to create a new logo and brand,

 refresh the website home page and structure and assist with social

 media posts etc. for a total of £2,540 + VAT subject to having more

 detail on the precise spending on the various elements, the social

 media being completely separate and on whether there would be an

 annual subscription for the new software

 B. that 2 new logos including 1 incorporating the Icythosaurus

 currently used, be produced for councillors and residents to consider

 and the use of Fontology for social media etc. be reviewed after 3

 months

 C. that when the new logo has been agreed consideration be given

 to replacing the signs on the approaches to Street with grants towards

 the costs involved being sought from local businesses.

8. RECEPTION FOR COVID AWARD WINNERS

 Consideration was given to the best way of honouring those who had

 helped the people of Street during the pandemic.

 RESOLVED TO RECOMMEND

 A. that £1,000 be spent on a thank you lunch or evening meal to be

 organised this year and the Chair to speak at the Merriman Park Fun

 Day to give an overall thank you to Street rather than to particular

 groups

 B. that the Assistant Clerk in liaison with the Culture Working Group

 be given delegated power to agree the process for the Covid awards

 and details of the lunch/evening meal, with Fontology assisting through

 the use of social media to obtain nominations for awards.

9. BUDGET 2022/23

 The Clerk submitted a report which had been circulated.

 RESOLVED

 - 16 -

 A. that a rates rebate be requested in respect of the Parish Rooms

due to Covid

 B. that further consideration be given to the allocation in 2022/23 for

 Christmas with £15,000 being required for the hire of lights in the High

 Street and at the Parish Rooms and for the usual Cracker event – the

 proposed Winter Wonderland would probably cost much more and

 grants could be sought from local businesses etc. towards this

 C. that CCTV provision for Street be explored.

 RESOLVED TO RECOMMEND

 that the grant of £10,000 for Mendip YMCA be added to the list of

 Annual Grants for 2022/23.

10. INVESTMENT OF FUNDS

 The Clerk submitted a report which had been circulated.

 RESOLVED TO RECOMMEND

 that the report be agreed and investments should not be changed.

11. BI-ANNUAL REVIEW OF RISK ASSESSMENT

 The Clerk submitted a report which had been circulated.

 RESOLVED TO RECOMMEND

 that the report be approved.

12. MP SURGERIES AND HIRING OF PARISH ROOMS

 RESOLVED TO RECOMMEND

 A. that surgeries held by the local MP and the 1 hour a week session

for the Mendip Credit Union in the Parish Rooms should both be free of

 charge and well publicised

 B. that VAT as set out in the report be charged for room hire.

13. PROJECTS

 The Clerk gave a verbal update in respect of the 1924 library building,

 improving the area outside the Parish Rooms, Greenbank Pool and

 the Library Garden mural.

 - 17 -

 RESOLVED

 A. that a group including Councillor Drew be set up to determine

 what should be in place under the current situation at the break

 clause on 31st March 2023 and, what should be in place if the library

 was moved back to the 1924 building

 B. that the offer from Landsec as owners of the area outside of the

Parish Rooms by the side entrance, to enhance and maintain it without

cost to the Council be accepted subject to full liaison with the Council

on the improvements

C. that a grant of £5,000 be applied for from Creative Mendip to

improve the Library Garden mural subject to agreement from the

Library Trust – basic details must be submitted by 9th July

D. that there was not enough notice to consider having a fun fair at

Merriman Park in the next week or so but this could be considered in

the future.

 The meeting ended at 8.45 p.m.

 Councillor Prior left at 6.50 p.m.

 Councillors Birch and D. Goater left at 7.30 p.m.

- 18 -

**CULTURE WORKING GROUP REMOTE MEETING NOTES**

**23.6.21 AT 7:00 PM**

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

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

Jenny Marshfield (JM) – Assistant Clerk

**APOLOGIES:**  Cllr D Goater (DG), Cllr. H Shearer (HS), Cllr. L Wolfers (LW)

**MINI EATS FESTIVAL 11TH JULY 2021**

JM informed the group that the Mini Eats Festival is being organised by the Eats Festival Company and MDC are organising the road closure and marshalling of the event. Awaiting promotional material to advertise the event on our social media pages - JM to enquire.

JM to enquire if Councillors could have a gazebo at the event to use the time to engage with the public and promote the Summer Survey.

AL suggested purchasing Parish Council branded promotional material e.g. sail banners and tote bags, trolley key rings to hand out as freebies.

MD suggested waiting until SPC have the new branding person in place to use their knowledge and skills going forward.

**STREET DAY – COMMUNITY AWARDS**

The award ceremony will take place during the afternoon of the Merriman Park Fun Day (MPFD) and Councillors will present the awards

It was agreed that the Community Award plaque be given as a whole, in recognition to all the groups within Street that helped throughout the lockdown period. This would then be received on behalf of everyone involved

The Good Citizen and Young Citizen plaque will also be awarded.

Councillors will be emailed and asked for their nominations for the awards. Councillors wishing to nominate a member of the public, please ensure that you have contact details of the nominee and your reason for the nomination and forward to JM asap.

It was agreed to purchase small, engraved paper weights to present to the award recipients.

Once nominations have been received, the Culture WG will then put the ideas into categories.

JM informed the group that an idea had been raised to have a plaque outside the Parish Rooms with the names of all the award recipients and to organise a VIP lunch for them during the MPFD.

 - 20 -

The group felt that the awards given on the day would be sufficient recognition, and to have a plaque outside the Parish Rooms would have no community benefit. Also, there may be a possibility of overlooking people who had key roles but wish not to be recognised.

The group also felt that taking recipients for a VIP lunch would encroach on the MPFD and therefore suggested keeping the award ceremony low key where the award recipients can be part of the community day.

**CHRISTMAS 2022**

The idea for the 2022 event would be a Winter Wonderland theme, to be held in Greenbank pool with an ice rink placed over the pool, small wooden huts or stalls placed on the grassed areas selling Christmas artifacts along with Christmas lights within the trees This could be run by an organisation, alleviating the need for Councillors to marshal the event.

The event could run from 1st December until 5th January with opening times between 2 pm – 8 pm weekdays and from 10am – 8 pm at weekends. This would enable visitors to shop within the High St and Clarks Village too.

JM informed the group that she had contacted ice rink companies for information on the possibility of hiring a rink to be placed in Greenbank over the festive season. The following information was highlighted. Costings would depend on rink size and ground access.

* Smallest rink size 300 msq. 100 people per 45 min session.
* Full package for hire would include staff, marshals, bookings, skate hire
* Electricity supply would be needed or the use of generators
* Minimum hire charge is 6 weeks
* Probable loss of around £5000 - £10000, however possible footfall for the venue and High St could increase.
* Acrylic rink would be cheaper but less attractive.

MD suggested that the Winter Wonderland theme could be a potential money maker for Greenbank. Although the ice rink would possibly make a loss, Greenbank could utilise the visitors by charging a small entrance fee and sell refreshments. This Christmas experience could also be an investment for Street.

It was agreed that JM and MD would write a detailed plan which would be sent to Richard Clark for approval.

LM suggested that he discuss the plan with David Mogg, the Greenbank manager, to share his views on the proposition and come back to the group. However, LM wanted it to be noted that he has reservation of the flexibility of the Greenbank site.

AL and MD suggested that if the event cannot be held at Greenbank that Merriman Park be looked at as a possibility.

The meeting ended at 8.45 pm

Date of next meeting – Monday 26th July at 7 pm via Zoom

 - 21 -

AGENDA ITEM NO: 10

**To:** Council

**From:**  Assistant Clerk & Projects Officer

**Subject:** **Summer Survey**

**Progress/Update**

**Comms 1 – Gathering of Ideas**

* 1000 flyers were printed by Vistaprint (£45.61 including VAT and delivery)
* A4 & A3 posters were printed in the office.
* Comms went live on SPC website and social media on Tuesday 22nd June



* Comms also shared with:
	+ Library (posters and flyers)
	+ Councillors
	+ Business Community
	+ Crispin School
	+ Strode College
	+ Millfield
	+ Salvation Army
	+ Community Centre
	+ Crispin Hall
	+ Churches
	+ Street Nub News
	+ YMCA & Youth Club
	+ Little Eats Festival

**Responses (as at 14th July)**

* 45 completed surveys
* 36 online and 9 forms
* 70 ideas have been suggested, some of which will be amalgamated, and some will be forwarded to other councils/groups.
* A current list of ideas, that has already been summarised to some extent, are included in **Appendix A**.

 - 22 -

**Future Timetable**

|  |  |
| --- | --- |
| **Activity** | **Timing** |
| Book postal service | 21st July |
| **Closing date for responses** | **23rd July**  |
| Agree draft wording for printed comms\*  | 23rd July |
| Example printed comms to postal service for approval | 26th July |
| Comms 2 design, including final wording for printed comms, signed off | 4th August |
| Files to printers | 4th August |
| Google Forms survey created | 9th August  |
| Comms 2 printed  | 11th August |
| Printed comms 2 to postal service  | 12th August |
| Final website wording signed off  | 12th August  |
| Google Forms survey signed off | 12th August |
| **Online comms 2 and voting to go live** | **16th August** |
| **Postal comms 2 starts to be delivered from** | **23rd August** |
| **Closing date for votes received** | **17th September** |
| **Results published** | **30th September**  |

\* *Initial draft wording for the introduction to the voting form is included in* ***Appendix 2.***

Some activities have a little flexibility; however, the schedule is very tight in order to give people enough time to respond.

Online responses are favourable, as it makes collation of the votes much simpler, but as forms will be sent to all households, we can expect to receive a considerable number by post.

The Royal Mail “Door 2 Door” delivery service has work well in the past, however, they are only able to narrow down postal areas by BA16, and then the first number of the second part of the postcode, such as BA16 0. Whilst this will capture most residential addresses, those to the north of the A39 have a BA16 9 postcode, which is also shared with Walton.

Voting is proposed to only be open to Street residents, and therefore an alternative postal service may need to be considered.

It is not proposed to provide a “freepost” option for returning forms.

**Mark Sandiford**

**ACPO**

**14.07.2021**

 **- 23 -**

**Appendix A - Ideas to date**

**Economic Development/High Street**

|  |
| --- |
| * Regeneration of Tesco Building/Crispin Centre
 |
| * Pedestrianise the High Street
 |
| * Providing support for independent businesses
 |
| * One way system, parking, and improved street scene in High Street
 |
| * Improved street scene in west end of High Street
 |
| * Regeneration of Library Gardens
 |
| * Repaint mural in library gardens
 |
| * Free parking to encourage footfall in High Street
 |
| * Extend weekly market into Farm Road
 |
| * Reduction of business rates to attract independent businesses
 |
| * Support and develop Merriman and Portland Park
 |
| * Farm shop
 |
| * Create a cohesive feel between Clarks Village and High Street, to entice shoppers from village
 |
| * Poundland
 |

**Facilities**

|  |
| --- |
| * Support sustainability and development of Greenbank Pool
 |
| * Improve Skate Park
 |
| * Provide BMX/Pump Track
 |
| * Provide a Cinema
 |
| * Relocation of Library Services to Original 1924 Building
 |
| * Provision of open public spaces for community use
 |
| * Reopen and develop 1924 library building
 |
| * Provide and maintain a boules/petanque court for community use
 |
| * Continued support of Street Library
 |
| * Provide council owned leisure facilities that could generate income
 |
| * Update play equipment at Woods Batch
 |
| * Provide facilities for young people aged 12-18
 |
| * Provide more public toilets
 |
| * Repair surfacing in Ringolds Way play area
 |
| * Nightclub
 |
| * Climbing wall
 |
| * Bowling alley
 |

**Health & Wellbeing**

|  |
| --- |
| * Public Water Stations
 |
| * Improved cycling and pedestrian connection between Street and Glastonbury
 |
| * Improvement to cycling and pedestrian networks
 |
| * Support mental health awareness and facilities
 |
| * Outdoor gym equipment
 |

**Education**

* Community apprenticeship scheme

- 24 -

**Environmental**

|  |
| --- |
| * Tree Planting Scheme
 |
| * Secure an area of land for wildlife conservation
 |
| * Clear litter from public spaces
 |
| * Clear litter from surrounding countryside, including ditches and dykes
 |
| * Promotion of plastic free Street
 |
| * Encourage and support community planting scheme of small public grass areas
 |
| * Public Recycling Bins
 |
| * Clear rubbish and weeds from pavements and gutters
 |
| * Support for household energy improvements
 |
| * Provide more rubbish bins and dog poo bins
 |
| * Better maintenance of footpaths
 |
| * Meadow flowers along Street bypass
 |

**Transport**

|  |
| --- |
| * Public Bike Lockers
 |
| * Road Safety Improvements Near Schools and Parks
 |
| * Improved access to Street Business Park/Sainsbury's
 |
| * High Street Parking
 |
| * Stricter Control and enforcement of speed limits
 |
| * Tackle hazardous and obstructive parking
 |
| * Repair roads/fill potholes
 |
| * Provide cheaper parking for people working in Street, to reduce parking on residential streets
 |
| * Improve entrance/exit to Street Business Park
 |
| * More allocated parking for new build properties
 |

**The Arts & Culture**

|  |
| --- |
| * Introducing and promoting local art
 |
| * Promotion of cultural developments
 |

**Accessibility**

* Improved access for people with disabilities

**Housing**

* Ensure infrastructure, such as schools and health care facilities are sufficient for population

**Community/Events**

|  |
| --- |
| * Regular events to promote sense of community
 |
| * Continued commitment to support the Crispin Community Centre
 |
| * Roller Disco
 |
| * Evening Entertainment
 |
| * Village fete
 |

**Connectivity**

* 5G & Full fibre broadband

- 25 -

**Appendix 2 – Draft introduction (comms 2)**



Over the last few years Street Parish Council has been involved in many projects that have helped to provide or maintain facilities within Street, support community events, and provide funding to local charities and community groups.

Xx weeks ago, we published our summer survey asking for ideas on what the council should focus on over the next 5 years, and we have been overwhelmed by the response.

Some ideas were very similar, and therefore we have summarised them into a final list of XX ideas. It is now up to you to vote on which 3 ideas are more important to you, and therefore should be included in Street Parish Council’s 5-year plan.

To register your vote, either scan the QR code, or go to [www.street-pc.gov.uk](http://www.street-pc.gov.uk) to access the online survey. Alternatively, you can complete and return the attached form to Street Parish Council, 6 Leigh Road, Street, BA16 0HA.

As activities of the council are funded from council tax paid by the community, voting is only open to residents of Street.

Those individuals that provided the 5 most popular ideas, as voted for by the community, have a chance of winning £100, and therefore every vote counts!

The results of the vote will be announced at the end of September.



 - 26 -

**NOTES OF BUSINESS ACTION GROUP**

**Date:** 2 July 2021

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

 Alan Prior (AP) Cllr. Nicola Smith (NS) Mike Daniells (MD)

Pam Birch (PB) Terry Napper (TN) Laura Wolfers (LW)

 Mark Sandiford (MS) ACPO

Apologies: Simon Carswell (SC) Luke Mogg (LM)

|  |  |
| --- | --- |
| **Notes** | **Actions** |
| **1. DIGITAL NOTICEBOARDS**Alan and Nicola are working on the business proposal, which will hopefully be sent to Linda, Mark, Jenny, Laura and the BAG members for scrutiny prior to the council meeting on 20th July 2021. MS confirmed that the written proposal would be required by 14th July in order to be included with meeting papers.The group agreed that the proposal should not include an option for two noticeboards, as it would not have the desired impact.Funding of the project was discussed. MS confirmed that in most cases council approval for the project would be required before a grant application could be made. The council could fund any shortfall, and it is hoped that options could be discussed at next week’s P&F meeting.It was agreed that the business proposal should address the question around Landsec contributing to the project, which is not a preferred option as Clarks Village is a potential source of advertising revenue, which could allow discounts or free advertising being offered to local independent businesses. MS will find out how much planning and electrical costs were relating to the clock in the High Street, in order to better understand potential costs of installing each totem.   | MS |
| **2. INTERNET/TRUESPEED**MS reported that Truespeed had contacted SPC to ask for permission to install a cabinet on land next to Merriman Park, adjacent to the chip shop. Although Truespeed have now identified a more suitable site, it was a clear indication that the service will be available within the next 12 months.Tony Najdoski, currently Engineering Projects and Process Manager for Truespeed, has agreed to provide an update to the BAG. MS will send a Zoom meeting invite for 1pm on Thursday 8th July.  - 27 - | MS |
| **3. GRANTS PROJECT** AP and PB reported their intention to offer a service to support both SPC and local organisations to identify and apply for suitable grants.PB is currently concentrating on identifying grants that could help the regeneration of Street High Street. It was agreed that SPC should not only look for grants to fund existing projects, but also identify grants available and create projects that suit the brief, to ensure Street benefits from available funding.TN will ask SCC what grants are available.  | TN |
| **4. CHAMBER OF COMMERCE** LW joined the meeting.LW confirmed that although Philip Eavis originally proposed to create a joint chamber with Glastonbury, where each would retain their autonomy, but resources would be shared, the current proposal is to create a single chamber of commerce for Street. LW is requesting a grant of £2k to fund the setup of the Street Chamber of Trade as a Social Enterprise. The funds would be used to settle accountant fees of £499 a year, the creation of the website (cost to be determined), and administration costs at a rate of £15 ph. LW is proposing to provide the initial administration to set up the chamber. The grant would initial be paid to Philip Eavis, who would be in charge of settling invoices, until the new chamber has been created. Philip Eavis has confirmed that the original Street Chamber of Trade has a remaining balance of £5k, which could possibly be transferred to the new Chamber of Commerce once it is successfully up and running. The new Chamber of Trade would have a board of directors made up of local business owners, and hopefully Chris Davis (Landsec). LW would not sit on the board.The chamber would be open to all businesses in Street (not just retail). LW is proposing that the first year’s membership fee is free, with subsequent membership set at £25 per year. LW is hoping that each of the 90 business in Clarks Village would contribute.  - 28 -The membership fees would help fund events throughout the year, the first being a planned employment fair.MDC will use their Media Team to help promote the chamber.TN has concerns about giving £2k to a new chamber when there is £5k already held by the original Chamber of Trade. AP made the point that other groups such as the Friends of Street Library and Merriman Park Community Group receive grants when also holding existing funds. MD requested a further breakdown of costs to understand how the grant would be spent.MS confirmed that as LW will benefit financially from the grant, LW has a Disclosable Pecuniary Interest, and therefore LW should declare the fact and not be involved in any discussions regarding the grant at committee/full council meetings. The grant application will be considered by P&F on 6th July. |  |
| **5. CIC/SOCIAL ENTERPRISE**MS confirmed that SALC will provide advice on the best way forward, if it is agreed to proceed with the electronic noticeboards.MS reported that Wells have a Project Factory, a CIC that runs independently of the council, which could be a good source of information. AP will carry out initial research into the Social Enterprise option.   | AP |
| **6. ANY OTHER BUSINESS**NS suggested that she contact the manager for the Street Thursday market to see if there are any plans to further diversify the stalls on offer. PB reported that James Heappey was considering holding 6 weekly surgeries in the Parish Rooms, and that he is also going to make enquiries regarding the Tesco building.MS confirmed that SPC have been contacted by a fairground operator, who was looking for a suitable site to run a small fair over a 3 day period (Friday to Sunday), and was hoping that he could set up in Merriman Park. LR will raise it at P&F for further discussion. - 29 -MS raised the fact that a Chair and Vice Chair of the BAG had never formally been appointed. It was unanimously agreed that Cllr A Prior be appointed as Chairman and Cllr M Daniells be appointed as Vice Chairman.  |  |
| **8. DATE OF NEXT MEETING** In order for LM to participate it was agreed that future meeting be held at 4pm on the first Thursday of the month. The next meeting will be 4pm on Thursday 5th August. |  |

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

 - 30 -

 AGENDA ITEM NO: 16

To: Council

From: Clerk

Subject: Correspondence/Minor Issues

1. Footfall Counters in High Street

On 15th July we met with the District Council and Proximity Futures to discuss locations for the 2 footfall data counters at either end of the main section of the High Street.

2. Tenders for Grounds Maintenance and Other Works

As agreed tenders have been invited for the works currently carried out by SLH Services to be returned by 20th August. The scoring criteria has been agreed. The tenders could be scored by the Policy and Finance Committee and recommendations considered by Council on 21st September with the new 3 year contract commencing on 1st November.

3. Planting Oak Trees

A local resident wishes to donate 12 oak saplings to be planted in a safe and secure place(s) for future generations to enjoy. As the Street Society is no longer in existence he has asked the Council to suggest suitable locations. This is being done partly due to the loss of elm and now ash trees.

4. Training

Following the first 3 one to one sessions with councillors 6 monthly training sessions will be arranged with SALC to cover topics such as declaring an interest, IT and roles of officers, members etc. Each session will begin with the Nolan Principles and that councillors have taken on public office rather than being volunteers.

5. Bristol Airport – Airspace Change Proposal, Restart Notification

The Airspace Change Proposal was paused in March 2020 as a result of the pandemic. Bristol Airport will work alongside other aviation stakeholders to better manage noise impacts, improve access for airspace users and reduce environmental impacts, with other benefits through an updated airspace design. Information can be found on the Bristol ACP section of the CAA Airspace Change Portal.

L.A. Ruff

Parish Clerk

20.07.21

 - 31 -

 AGENDA ITEM NO: 18

To: Council

From: Clerk

Subject: Accounts for Payment

The latest bank reconciliations for all accounts at 30th June 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 June are detailed on the attached pages and will appear as an annex to the minutes.

L.A. Ruff

Clerk

20.07.21

Approved by Council on 20th July 2021 and initialled by Chair:

 - 32 -