STREET PARISH COUNCIL

Annual meeting of the Council held in Room 6, Crispin Community Centre on

17th May 2022 at 7.45 p.m.

 PRESENT: Councillor L. Wolfers (Chair of Council)

 Councillors: P. Birch, D. Goater, P. Goater, A. Leafe,

 H. Shearer and N. Smith

 IN ATTENDANCE: L. Ruff – Clerk/RFO

 Deputy Clerk/RFO – Z. Leach

 County and District Councillor L. Leyshon

ABSENT: Councillor T.W.E. Napper – had been asked to leave by

 Chair during Public Question Time.

1. CONFIRMATION THAT A QUORUM IS PRESENT

 It was confirmed that a quorum was present at the meeting.

2. ELECTION OF CHAIR

 RESOLVED

 That Councillor Wolfers be elected as Chair of the Council for the ensuing year –

 Councillor Wolfers signed the declaration of acceptance of office and stayed in

 the Chair.

3. ELECTION OF VICE-CHAIR

 RESOLVED

 that Councillor P. Goater be elected as Vice-Chair of the Council for the ensuing

 year.

4. NOMINATIONS TO FILL VACANT SEATS

 The Clerk submitted a report which had been circulated. There were 3 vacant seats

 in the North Ward, 4 vacant seats in the South Ward and 1 vacant seat in the West

 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 all of the co-opted

 members, if present could sign their declaration of acceptance of office and join the

 meeting when all co-options had been agreed. All 6 candidates present made a short

 presentation.

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 Councillor Leafe proposed Simon Carswell for consideration and this was seconded

 by Councillor Shearer. Councillor D. Goater proposed Jean Howard and this was

 seconded by Councillor P. Goater. Councillor Wolfers proposed Adrian Sparkes and

 this was seconded by Councillor Leafe. Councillor Leafe proposed Nina Swift and

 this was seconded by Councillor P. Goater. Councillor Wolfers proposed Neil

 Howaintz and this was seconded by Councillor D. Goater. Councillor D. Goater

 proposed Bryan Knickerbocker and this was seconded by Councillor Leafe. Councillor

 Birch proposed Nicolas Kellett and this was seconded by Councillor Shearer.

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

 was - Simon Michael Carswell – 7 votes.

 RESOLVED

 that Simon Michael Carswell be co-opted to fill the first vacant seat on the Council

 in the South Ward for the current term of office to May 2027.

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

 was - Jean Marie Howard – 5 votes and 2 abstentions.

 RESOLVED

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

 in the South Ward for the current term of office to May 2027.

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

 was - Adrian Raymond Sparkes – 7 votes.

 RESOLVED

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

 in the South Ward for the current term of office to May 2027.

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

 was - Nina Margaret Swift – 5 votes and 2 abstentions.

 RESOLVED

 that Nina Margaret Swift be co-opted to fill the fourth vacant seat on the Council

 in the South Ward for the current term of office to May 2027.

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

 was - Neil Stewart Howiantz – 7 votes.

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 RESOLVED

 that Neil Stewart Howiantz be co-opted to fill the first vacant seat on the Council

 in the North Ward for the current term of office to May 2027.

 The Council agreed to vote on the vacancy in the West Ward and the voting was –

 Nicholas Stanhope Kellett – 6 votes and 1 abstention.

 RESOLVED

 that Nicholas Stanhope Kellett be co-opted to fill the vacant seat on the Council

 in the West Ward for the current term of office to May 2027.

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

 was - Bryan Knickerbocker – 7 votes.

 RESOLVED

 that Bryan Knickerbocker be co-opted to fill the second vacant seat on the Council

 in the North Ward for the current term of office to May 2027.

 Simon Carswell, Jean Howard, Adrian Sparkes, Nina Swift, Neil Howiantz and Nicholas

 Kellett then signed their declaration of acceptance of office and joined the meeting.

 It was agreed that Bryan Knickerbocker could sign the declaration of office before or

 at the next ordinary of the Council on 21st June.

 Newly co-opted councillors were asked to sign up for the training available and to

 submit a personal summary for inclusion on the website. Individual and a group

 photo of councillors and officers would be arranged.

 The Chair introduced the new Deputy Clerk/RFO, Zoe Leach who would join the

 Council on 6th June with the new Assistant Clerk – Community Engagement, Danielle

 Price.

5. MINUTES

The minutes of the extraordinary meeting held on 26th April 2022 which had been circulated were approved as a correct record and signed by the Chair subject to

showing Councillor Sparkes as having given apologies.

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6. MATTERS ARISING

 Councillor Smith stated that she would be meeting up with the Climate Change

Officer for Glastonbury Town Council and would report back.

7. DECLARATIONS OF INTEREST AND DISPENSATIONS

In accordance with the Code of Conduct Councillors Carswell, P. Goater and Shearer declared an other interest under Appendix B in any matters relating to the District Council and stated that they would keep an open mind when considering issues at either District or Parish level.

Councillors Carswell and Shearer declared an other interest under Appendix B in any

matters relating to the County Council and stated that they would keep an open mind when considering issues at County or Parish level. Councillor Carswell also declared an other interest in any matters relating to Merriman Park as he was Chair of the

Park Community Group.

Councillor Howard declared an other interest under Appendix B in any

matters relating to the Crispin Hall as she was a trustee and that she was a Friend of

Strode Theatre.

Councillor Swift declared an other interest under Appendix B in any matters relating to the Street Library as she was a member of the Friends of Street Library and to Strode Theatre as she was a Friend of the Theatre. She also declared an interest as Chair of Street and District Allotment Association.

Councillor Kellett declared an other interest under Appendix B in any matters relating

to the British Legion as he was a committee member.

Councillor P. Goater declared an other interest under Appendix B in any matters

relating to the Victoria Club as he was a trustee.

Councillor Howiantz declared an other interest under Appendix B in any matters

relating to Strode Theatre as he was a Friend of the Theatre and to allotments of

which he was an allotment holder.

Councillor Shearer declared an other interest under Appendix B in any matters

relating to the NHS Somerset Trust – governor, Police and Crime Panel and the

Safer Somerset Partnership.

Councillor Wolfers declared a disclosable pecuniary interest in any

matters relating to Street Chamber of Commerce as she worked freelance for it.

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8. COMMUNITY POLICE OFFICER

 The Clerk reported that PC Pople had given his apologies and that members should

email any queries to him. Councillor Leafe had explained to the Beat Team the

importance of monitoring the Skate Park when repaired.

9. PLANNING COMMITTEE

 The minutes of the meeting on 12th  April, 2022 were submitted as circulated. It

 was noted that there had not been a meeting on 3rd May as there was not a quorum

 and applications had been minor.

RESOLVED

that the report be noted.

10. POLICY AND FINANCE COMMITTEE

 The Clerk submitted the minutes of the meeting on 3rd May 2022 which had been

circulated. Councillor Swift pointed out that the Secretary of State had to give

approval to the sale of allotments.

 RESOLVED

 that the report and recommendations be agreed except that the public liability

 insurance cover be kept at £12 million.

11. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2021/22 PART 3

 SECTION 1 – ANNUAL GOVERNANCE STATEMENT 2021/22

 ANNUAL INTERNAL AUDIT REPORT 2021/22

 Reports and documents were circulated with the agenda for the Policy and Finance

 Committee on 3rd May and have been issued to new members. Careful consideration

 was given to each of the assertions.

 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 Return and the annual governance statement be approved and signed by

 the Chair and Clerk.

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12. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2021/22 PART 3

 SECTION 2 – ACCOUNTING STATEMENTS 2021/22

 Section 2 and supporting documents were circulated with the agenda for the Policy

 and Finance Committee on 3rd May and issued to new members.

 RESOLVED

 that Section 2 of the Annual Return, the accounts for the year ended 31st March

 2022 and other documents as circulated, be approved and signed by the Chair, having

 already been signed by the Clerk/Responsible Financial Officer.

13. APPOINTMENT OF COMMITTEES

 The Clerk submitted a report which had been circulated.

 RESOLVED

 A. that an informal meeting on Zoom be arranged to consider the purpose of each

 group and whether it needs to be an ongoing Working Group or a Task and Finish

 Group – Street Community Library Partnership to continue without the Library

 Working Group

 B. that the following committees be appointed for the ensuing year, including the

 Chair and Vice-Chair with the terms of reference, arrangements for meetings etc.

 as detailed in the report -

 PLANNING COMMITTEE

 Councillors: Birch, P. Goater, Howiantz, Napper and Wolfers

 Chair - Councillor P. Goater

 Vice-Chair - Councillor Birch

 Quorum = 3

 POLICY AND FINANCE COMMITTEE

 Councillors: Birch, Carswell, P. Goater, Kellett, Shearer, Smith, Wolfers

 Chair - Councillor P. Goater

 Vice-Chair - Councillor Carswell

 Quorum = one half of members on Committee

 Councillors Carswell, P. Goater and Sparkes authorised to operate the Bankline

 system with the Clerk and the Deputy Clerk/RFO and one of the three to scrutinize

 the accounts every quarter.

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 STAFFING COMMITTEE

 Councillors: Birch, D. Goater, Napper, Shearer, Smith, Sparkes and Wolfers

 Chair - Councillor Sparkes

 Vice-Chair - Councillor D. Goater

 GRIEVANCE AND DISCIPLINARY PANEL

 Councillors: Birch, Shearer, Swift

 APPEAL PANEL

 Councillors: Kellett, Napper, Smith

 STAGE 1 INTERNAL DISPUTE RESOLUTION PROCEDURE APPEALS – LGPS

 Parish Clerk

 ANNUAL REPORT

 Clerk in consultation with Chair and Vice-Chair of Council

 PRESS RELEASES

 Assistant Clerk – Community Engagement (or Clerk) in consultation with Chair and

 Vice-Chair of Council.

14. REPRESENTATIVES ON OUTSIDE BODIES

 The report of the Clerk was submitted as circulated.

 RESOLVED

 that the following representatives be appointed to serve on the bodies listed for

 the ensuing year -

 Victoria Club Charitable Incorporated Organisation Cllrs. Howard, Sparkes

 Greenbank Swimming Pool Man. Com. Cllrs. Smith, Swift, Wolfers

 2 members to attend

 each meeting – find out

 what Council’s role is

 Street Chamber of Commerce Cllr. Kellett

 Cllrs. Birch and P. Goater

 to receive minutes

 Street Twinning Association Cllrs. Carswell, Swift

 Somerset Association of Local Councils Chair or Clerk

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 Street Young People’s Centre Cllrs. D. Goater, Leafe

 Strode Theatre Board of Management Cllrs. D. Goater, Howard

 Non Voting – Cllr. Wolfers

 Merriman Park Community Group Cllrs. Carswell, Kellett,

 Leafe and Sparkes with

 local residents and reps of

 local organisations

 NOTE - this Group considers 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 the Council as necessary.

 Mendip CCTV Users Group Cllr. Napper

 Deputy – Cllr. Leafe

 Crispin Hall Charitable Incorporated Organisation Cllr. Wolfers

 Deputy – Cllr. P. Goater

 Grant requirement

 Street Business Park Cllr. Swift – SPC

 Cllr. Napper – MDC

 Parish Rooms Emergency Contacts Clerk, Deputy Clerk,

 Asst. Clerk, Cllrs. P. Goater

 and Wolfers

 Bus Services Cllr. Howard

 Coxs Charity Cllrs. Howiantz, Napper

 YMCA including the Foyer Cllrs. Carswell, Shearer,

 Wolfers

 Child Protection Officer for SPC Cllr. Leafe

 Parish Path Liaison Officer Mr. J. Dalton

15. ANNUAL REVIEW OF DOCUMENTS AND PROCEDURES

 - LOCAL GOVERNMENT ASSOCIATION MODEL COUNCILLOR

 CODE OF CONDUCT

 The Clerk submitted a report which had been circulated.

 RESOLVED

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 A. that the report and documents be agreed and the new Somerset Code of

 Conduct – SALC version – be adopted and the Standing Orders and Financial

 Regulations having been reviewed be adopted – Financial Regulation 4.10 to read

 ‘deal with Street Skate Park’ not ‘deal with the facility’

 B. that Councillor Shearer be asked to lead a meeting following the completion of

 training sessions by all members followed by a social event.

16. GENERAL POWER OF COMPETENCE

 The Clerk submitted a report which had been circulated.

 RESOLVED

 that the report be agreed and it be noted that the Council no longer met the criteria

 to be eligible to use the General Power of Competence.

17. REPORT FROM CHAIR

 The Chair thanked Councillor Leafe for all his work as Chair of the Council in 2020/21.

 Officers had and would be lost due to retirement and moving on to other things and

 there would be a fresh start for the next 5 years. She thanked members for keeping

 calm and supporting the public during the difficult public question time session earlier

 in the evening. She had been privileged to meet some amazing people around

 Somerset when attending civic events.

18. PARISH PATH LIAISON OFFICER

 County and District Councillor Leyshon had no report to make.

19. MENDIP STRATEGIC TOURISM GROUP

 No report was made.

20. CORRESPONDENCE/MINOR MATTERS

 The Clerk submitted a report which had been circulated.

 1. Strode Road Allotments

 RESOLVED

 that the report on removal of compost by the Allotments Association be agreed.

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 2. Consultation on Street Naming

 Councillor P. Goater reported that one of the new roads on the development off

 Somerton Road might be named Isny in recognition of the twin town with Street.

 It was noted that permission was needed if a road was to be named after a

 living person.

21. REPORT FROM REPRESENTATIVES ON OUTSIDE BODIES

 AND COUNTY AND DISTRICT COUNCILLORS

 Councillor Shearer had asked the Clerk to circulate an email to members about the

 Health and Well Being Board. Councillor Carswell reported that electric charging

 points would be fitted in Mendip owned car parks in the next few months with some

 funding from the Government. County Councillor Leyshon reported on the new

 Leader of the Council and that she would be the new Deputy Leader.

22. ACCOUNTS FOR PAYMENT

 The latest bank reconciliations for all accounts at 30th April 2022 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

 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 2022

 be noted and the schedule of receipts and payments for April 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

 The Clerk reported that a resident of Vestry Road was still upset about the volume of

 traffic using that road on a Thursday when the High Street was closed for the market.

 Councillor Carswell undertook to respond to the resident on this matter. County

 Councillor Leyshon had spoken to a traffic engineer about the problem and had been

 informed that consultation on any proposals would need to take place in all roads

 which would experience displaced traffic. The Chair asked new members to inform

the Clerk if they wished to raise any issues at future meetings so that she could add

them to the agenda.

 The meeting ended at 9.20 p.m.

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

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