

Mrs L. A. Ruff  
Clerk of the Council  
6 Leigh Road  
Street, Somerset  
BA16 0HA



T 01458 440 588 E [street.parish@street-pc.gov.uk](mailto:street.parish@street-pc.gov.uk) W [street-pc.gov.uk](http://street-pc.gov.uk)

16<sup>th</sup> June 2022 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 **Room 6, Crispin Community Centre, Leigh Road, Street on TUESDAY, 21<sup>st</sup> JUNE, 2022** for the purpose of transacting the business specified in the following agenda. **In accordance with Standing Order 1 t a councillor shall speak only in relation to the motion under discussion and shall not exceed 3 minutes without the consent of the Chair (excluding motions moved under 1 r).**

Public Question Time will commence at **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. Notes of Public Question Time on 17<sup>th</sup> May 2022 are attached – **Pages 4 – 5k.** 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, if relevant, 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. NOMINATIONS TO FILL VACANT SEAT AND CASUAL VACANCIES  
The Chair will call for nominations to fill the vacancy in the North Ward by co-option to the Council (report attached) **Pages 6 - 7**

3. MINUTES  
To approve as a correct record the minutes of the annual meeting of the Council held on 17<sup>th</sup> May 2022 (attached) **Pages 8-17**
4. MATTERS ARISING
5. 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.
6. COMMUNITY POLICE OFFICER
7. GRANT – VOLUNTEER DRIVERS SCHEME **Page 18**
8. PLANNING COMMITTEE  
There was no meeting on 3<sup>rd</sup> May as there was not a quorum and applications were of minor significance. Next meeting on 21<sup>st</sup> June.
9. WORKING GROUPS  
To receive notes of an informal meeting of the Council held on 31<sup>st</sup> May to consider which working groups to appoint and an update report (attached) **Pages 19 - 21**
10. REPORT FROM CHAIR
11. PARISH PATH LIAISON OFFICER – County Cllr. Leyshon to give a verbal report on behalf of PPLO Jake Dalton.
12. MENDIP STRATEGIC TOURISM GROUP  
DCRO to give a verbal report of meeting on 9<sup>th</sup> June.
13. CHAIR UPDATES FROM OTHER COMMITTEES/WORKING GROUPS
14. ANTI GRAFFITI DAY  
An Anti-Graffiti Day took place on 29 May 2022. Councillor P Goater to provide a verbal report.
15. LOCAL GOVERNMENT REVIEW  
DCRO Report of update meeting attached. **Page 22**
16. CORRESPONDENCE/MINOR MATTERS (attached)  
Councillors are asked to review membership of the Grievance and Disciplinary Panel and Appeal Panel **Page 23**
17. REPORT FROM REPRESENTATIVES ON OUTSIDE BODIES  
AND COUNTY AND DISTRICT COUNCILLORS  
Questions to be noted for written replies and matters for consideration referred to the appropriate working group. All reports received have been emailed to members.

18. ACCOUNTS FOR PAYMENT (schedule of May payments attached for approval and initialing by Chair) and confidential detailed income and expenditure by account report at 31<sup>st</sup> May 2022 including budget variance – emailed to members only with bank reconciliations and earmarked reserves schedule. **Page 24 + Confidential attachment for members only**  
NOTE – As agreed annual grants to CAB, Community Centre, Theatre and YMCA will be paid in June and the 2 grants of £10,000 each will be paid to Greenbank Pool on 13<sup>th</sup> July and mid to end September
  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. NEW STAFF  
Verbal report from the Clerk.
  21. 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, a resolution may be passed at the meeting to exclude the press and public for item no. 22 if confidential staffing information is to be discussed.
  22. STAFFING COMMITTEE  
To receive the minutes of the meeting held on 27<sup>th</sup> May 2022 (attached) **Page 25**
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To: Chair and Members of Street Parish Council

The Chair, Councillor Wolfers read out her opening statement asking all councillors to abide by the Council's Code of Conduct.

A resident circulated photos of the fair set up from 16<sup>th</sup> May and due to be held in Cranhill Road car park from 18<sup>th</sup> to 22<sup>nd</sup> May. She felt that the fair including the generators was not acceptable so close to the homes of the elderly, families with young children and people who were seriously ill. Another resident reported that there was a generator right next to his property and that his wife was terminally ill. A meeting had been held recently with Councillor Carswell who had given details of the information which he had at the time but since then it had become apparent that the rides would not be just for small children and more than just sweets would be sold. The District Council was not required under its policy on events to carry out public consultation and this had not been done. The Parish Council had therefore not been consulted on the proposals. The Clerk gave details of objections received from two other residents. A further resident explained that she had been prevented from leaving for work at the usual time as lorries were waiting to pass through the small access created between boulders to access the site. When she had spoken to the fair people, they had laughed at her.

Councillor Shearer encouraged the public to report any issues with noise, pollution etc. to the District Council and if necessary, the Police by calling 999 or 101. More attention would be given to the matter if a number of individual complaints were recorded. The proposal to have a fair in Street had been put forward by the owner of the fair and one councillor. The Parish Council had decided that it was not appropriate to hold it at Merriman Park in part as it was surrounded by houses and it had been acknowledged that this was also the case at Cranhill Road car park. The application had been submitted on 11<sup>th</sup> April and the other district councillors were not aware of it until the previous week. Councillor Leafé was unhappy that the Parish Council had not been consulted. Councillor Carswell stated that the District Council policy could be reviewed. A bond of £3,500 had been paid by the experienced fair company which might not be repaid if the terms of the licence were broken.

Councillor Napper explained that the issue started about a year ago when the fair could not be held in kStreet due to Covid restrictions. The fair owner had spoken to him and he felt there was a need to provide this for local children. There was not enough space for the fair at Merriman Park and a request by the Council to hold it in a car park owned by the College had been refused. There was tension then between Councillor Napper and residents asking him questions and upset about the problems which they were experiencing. The Chair then informed Councillor Napper that he was on a warning and that if he did not desist she would have to ask him to leave. Another resident asked if Councillor Napper would like to have generators outside of his house. The Chair circulated contact emails and telephone numbers for the District Council and Councillors Carswell, Napper and Shearer which were publicly available. The tense situation continued and a female member of the public was in tears. The Chair asked Councillor Napper to leave and he left abruptly, stopping at the exit door to remonstrate with another member of the public to such an extent that two other members of the public felt the need to step in and come between the two men.

The Chair followed Councillor Napper out to the reception area where only she and he were present and shouted at him that his behaviour was totally unacceptable. She then returned to the meeting and issued a public apology for his unacceptable behaviour. A member of the public gave a vote of no confidence in Councillor Napper and felt that he should be removed from the Council.

The Chair felt that this was a big and serious issue and it was agreed to hold a further meeting on it if necessary, when more information had been gathered. Monitoring equipment to be provided in respect of noise and fumes from generators at the event by the District Council if possible. The meeting was adjourned from 7.37 p.m. to 7.45 p.m. for a break.

A resident reported that the mural reveal on 14<sup>th</sup> May had been very good. She did not consider the cost of entry to Greenbank Pool to be excessive when compared to Strode Theatre etc. She asked if the Council could meet in the old library building but was informed that it was dirty and full of scaffolding propping up the unsafe roof. She was concerned that the Parish Rooms was not fit for purpose for Council meetings. She was pleased that the first-floor rooms were now being used a lot more and income was being generated for the Council.

To: Council  
From: Clerk/RFO  
Subject: Nominations to Fill Vacant Seat and Casual Vacancies

The Chair to call for nominations to fill the 1 vacancy in the North Ward (procedure attached). Public notices have been displayed inviting suitably qualified people to apply to the Council for co-option on the noticeboards, website and Facebook. The candidates who have stated that they wish to be considered for the vacant seat are as follows and their forms have been circulated to members. Each candidate will be invited to address the Council for 2 minutes.

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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 2027 must be proposed and seconded at the meeting. To agree that voting will be carried out by paper ballot issued by the Clerk and that all co-opted members can sign the declaration of acceptance of office if present and join the meeting after all co options have been agreed.

The successful candidate will be invited to join committees and working groups now and request any changes when they have served on the Council for 3 months.

Councillor Knickerbocker signed the declaration of acceptance of office on 26<sup>th</sup> May 2022. On 29<sup>th</sup>, 30<sup>th</sup> and 31<sup>st</sup> May respectively Councillors Sparkes, Howard and Swift resigned from the Council. On 1<sup>st</sup> June the notice of the vacancies was displayed and 10 electors for the South Ward have requested an election. Nomination papers are to be delivered to the Returning Officer by 21<sup>st</sup> June. If the election is contested the poll will take place on 18<sup>th</sup> July 2022.

L.A. Ruff  
Clerk  
21.06.22

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 e.g. 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 and, if not present can sign before or at the next ordinary meeting of the Council.

STREET PARISH COUNCIL

Annual meeting of the Council held in Room 6, Crispin Community Centre on 17<sup>th</sup> 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

APOLOGIES Councillor T.W.E. Napper – had been asked to leave by  
Chair during Public Question Time – reason accepted.

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 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.



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 Howiantz 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.

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 21<sup>st</sup> 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 6<sup>th</sup> June with the new Assistant Clerk – Community Engagement, Danielle Price.

## 5. MINUTES

The minutes of the extraordinary meeting held on 26<sup>th</sup> 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.

## 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.

#### 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 12<sup>th</sup> April, 2022 were submitted as circulated. It was noted that there had not been a meeting on 3<sup>rd</sup> 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 3<sup>rd</sup> 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 3<sup>rd</sup> May and have been issued to new members. Careful consideration was given to each of the assertions.

RESOLVED

4. 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.

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 3<sup>rd</sup> May and issued to new members.

RESOLVED

that Section 2 of the Annual Return, the accounts for the year ended 31<sup>st</sup> 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.

### 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
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

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.

A. Strode Road Allotments

RESOLVED

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

B. 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 30<sup>th</sup> 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 30<sup>th</sup> 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.

To: Council  
From: Clerk  
Subject: Grant – Volunteer Driver Scheme

One of the grants applied for from the vulnerable people fund of £55,000 was for £5,000 for the Crispin Hall Trust to set up a new volunteer driver scheme. The Trust has been working with Street Baptist Church and the Salvation Army and has successfully raised £10,000 towards the project. Working in partnership with Community Trade Union they have also secured a 'time release' with Clarks factory workers to be volunteer drivers and to design and produce advertising materials.

There is a risk that if the remaining £5,000 is not secured by the end of June the £10,000 secured could be lost. Therefore the Council is asked to consider making this grant under section 26 of the Local Government and Rating Act 1997.

The Manager of the Community Centre will be attending the meeting to explain how this scheme would benefit a lot of local vulnerable people.

L.A. Ruff  
Clerk  
21.06.22

NOTES OF INFORMAL COUNCIL ON 31<sup>ST</sup> MAY 2022

PRESENT: Councillors D. and P. Goater, Howiantz, Kellett, Knickerbocker, Swift and Wolfers

APOLOGIES: Councillors Birch, Carswell, Leafe, Napper, Shearer, Smith

Consideration was given to which working groups to keep and how best they might operate. It was noted that Councillors Howard and Sparkes had just resigned from the Council.

RECOMMENDATIONS

1. that the following be agreed -

Highways Working Group - Councillors Carswell, Knickerbocker, Napper, Smith, Sparkes - Meet January, April, September

Library Working Group - Councillors Carswell, D. Goater, Howiantz, Shearer, County Cllr. Leyshon - on hold until negotiations start on possible move back to 1924 building

Street Community Library Partnership - Councillors P. Goater and Kellett – D. Goater as Deputy, Carswell for County Council, 3 Somerset Library Service Officers,

Friends of Street Library, Parish Clerk to service committee

Culture Working Group - Councillors D. Goater, Howiantz, Knickerbocker, Leafe, Shearer, Wolfers

Meet quarterly to consider events such as Chair’s Investiture, Merriman Park Fun Day, Remembrance, Christmas

First meeting to decide on events for whole year and look at workload for each to decide if a separate group is needed – also consider any ideas for smaller initiatives

Community Well Being Working Group - Councillors Carswell, D. and P. Goater, Kellett, Knickerbocker, Leafe, Smith, Wolfers

First meeting to decide what to do and terms and conditions

Unitary Working Group - Councillors Carswell, P. Goater, Howiantz, Knickerbocker, Napper, Shearer, Smith, Wolfers

Meet as and when necessary

Emergency Plan Management Team - Councillors Carswell, Kellett, Napper, Shearer, Smith, Wolfers and Parish Clerk, Fire Officer, PCSO

2. that the remit of all working groups be rationalized

3. that the Policy and Finance Committee should consider what was happening with the organisations in Street such as the Theatre, Victoria Club, Library Trust, Community Centre

and Crispin Hall and Greenbank Pool, especially if they were at imminent risk of closing

4. that if Councillor Birch wished to come off of the Theatre Management Committee then Councillor Knickerbocker to replace her

5. that the number of members on the Staffing Committee be considered - currently Councillors Birch, D. Goater, Napper, Shearer, Smith, Wolfers.

#### UPDATE REPORT

1. **See item 5 above.** In the Annual meeting of the Street Parish Council on 17 May 2022 the following committees were agreed:

##### STAFFING COMMITTEE:

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

##### GRIEVANCE AND DISCIPLINARY PANEL:

Councillors: **Birch**, **Shearer**, Swift

##### APPEAL PANEL:

Councillors: Kellett, **Napper**, Smith

Due to a potential conflict of interest, Councillors are not permitted to sit on both the Staffing Committee and Grievance and Disciplinary or Appeal Panel.

Councillor Birch and Councillor Shearer are therefore unable to sit on the Grievance and Disciplinary Panel and Councillor Napper is unable to sit on the Appeal Panel, if they wish to remain a member of the Staffing Committee.

Volunteers are sought to replace these Councillors as appropriate.

2. to set a date soon for the Culture Working Group to meet to decide on the Christmas event so that planning for this can start early and consider the mourning plan in the event of the death of a senior figure

3. to set a date after 28<sup>th</sup> July when members have completed the training sessions to discuss what has been learnt together, to agree on priorities for the year and then have an informal social event

4. at the request of the Chair to consider having a Task and Finish Group to look at scoping a plan with the Environmental and Climate Change Resilience Officer at Glastonbury Town Council

5. it was previously agreed to have the Union Jack banners up in the High Street all Summer and the hanging baskets are red, white and blue to co-ordinate. EM Print cannot change the

banners until mid July and the cost of this would be in the region of £400. This could be considered by the Culture Working Group for a recommendation to the Council in July but by then much of the Summer would be gone and the banners come down in October ready for the Christmas lights to go up

6. following the Meet the Team meeting on 15<sup>th</sup> June to consider setting up a Youth Engagement Working Group, particularly in regard to having an outreach worker.

L.A. Ruff  
Clerk  
21.06.22

**T&PC Working Group**  
**Report of update meeting attended on 8 June 2022.**

Programme update:

- Executive is now place - previous pauses due to the political aspects, we progress key aspects of the programme namely LCNs – the geographies, governance arrangements and support arrangements. Once these conversations have taken place, we will be able to confirm with everyone the next steps and timescales on the construct and how they will work
- Our new Leader and his executive have been clear that they wish to see Asset & Service Devolution progress so the programme is under pressure to set that out and progress the pilot with Bridgwater TC, and develop what the options may be - AJ assured everyone that we will work with the executive to set out a timeline as soon as we can and for the consultation on the LCN geographies and constituently arrangements for those and will come back and confirm, allowing everyone to have own conversations with your own councillors etc. Plenty of notice will be given.
- Programme is reporting all on track for Vesting Day - two areas of pressure include resources for the wider benefits (relating to realisation of cash savings and non-cash benefits for the authority) work and ensuring the necessary elements of a Council in place for day 1.
- The current CEO for SCC has resigned, who is the Senior Responsible Officer (SRO) for the programme. The appointment of the new Chief Exec is on track, and we are looking at putting that appointment in front of full council on the 25th of July. We have an extra ordinary council meeting scheduled for next week to agree terms and conditions for the new CEO.
- Looking to finalise the date for the next T&PC conference, currently scheduled for Oct (date tbc), which will be an opportunity to have a full discussion around LCNs etc. Further discussions with everyone will help to develop the agenda.
- Governance arrangements for the programme have been agreed at a political level and will go to our Executive next week. The Executive are keen to have an Implementation Board, which will have joint representation from our district and county council with responsibility for oversight of the LGR implementation plan. There will be the establishment of a joint scrutiny committee as well. Finally, the advisory board will help with the wider engagement.
- 297 days to go!!

To: Council  
From: Clerk  
Subject: Correspondence/Minor Issues

**Assets**

The Council Officers inspected the assets this month and can report that everything is in good condition.

L.A. Ruff  
Clerk/RFO  
21.06.22

To: Council  
From: Clerk  
Subject: Accounts for Payment

The latest bank reconciliations for all accounts at 31<sup>st</sup> May 2022 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 an authorised Councillor as part of the quarterly check of accounts and Councillors operating the Bankline system will also carry out 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 in the Minute Book.

L.A. Ruff  
Clerk  
21.06.2022



STREET PARISH COUNCIL

Meeting of the Staffing Committee held on 27<sup>th</sup> May, 2022 at 11 a.m.

PRESENT: Councillor A. Sparkes (Chair)  
Councillors: D. Goater, T.W.E. Napper,  
H. Shearer, N. Smith and L. Wolfers  
IN ATTENDANCE: Mrs. L. Ruff – Parish Clerk  
APOLOGIES: Councillor P. Birch

1. MINUTES

The minutes of the meeting held on 31<sup>st</sup> March, 2021, copies of which had been circulated, were approved as a correct record and signed by the Chair.

2. MATTERS ARISING

It was agreed to look at having an apprentice in 2023.

3. REVIEW OF STAFF

Members were pleased that both of the new officers were starting on 6<sup>th</sup> June. The Clerk submitted a confidential report which had been circulated.

RESOLVED

it was agreed that the Clerk and Councillor Sparkes should agree an induction plan for the new officers and submit this to the Staffing Committee – it was noted that the Council had a number of policies in place.

RESOLVED TO RECOMMEND

that when all members had completed the training the Council should decide what to focus on for the year ahead.

4. SICKNESS ABSENCE

The Clerk submitted a confidential report which had been circulated.

RESOLVED

that the report be noted.

The meeting ended at 11.50 a.m.