****

**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 W street-pc.gov.uk**

**22nd June, 2022**  **PLEASE NOTE DATE TIME VENUE**

Dear Sir/Madam,

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

be held in **Room 6, Crispin Community Centre, Leigh Road, Street**  **on MONDAY, 27th 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 **6.25 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 **6.30 p.m**. or as soon as Public Question Time is closed by the Chair.

**Anyone experiencing Covid symptoms should not attend.**

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 21st June 2022 (attached) **Pages 3 – 10**

3. MATTERS ARISING

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. GENERAL POWER OF COMPETENCE

 To receive the report of the Clerk (attached) **Page 11**

6. GRANT – VOLUNTEER DRIVERS SCHEME

 To receive the report of the Clerk (attached) **Page 12**

7. PLANNING APPLICATIONS

 To ratify the recommendation set out below as the item was not on the agenda and

 to consider application no. 2021/2637/FUL Erection of 33 affordable homes with

 associated access, parking and landscaping land at 347350 137003 Cemetery Lane,

 Street for Aster Group – Full – Anna Penn – reply by 5th July

 No. 2022/0632/HSE 160 Somerton Road, Street Install and extend highway safety

 entrance gateway into private existing front driveway – Householder – Oliver Down

 Recommendation of Planning Committee on 21st June to be ratified –

 Approve subject to the District Technical Department being satisfied that the

 proposal was within the law.

8. COMMITTEES, WORKING GROUPS, REPRESENTATIVES

 To receive the report of the Clerk (attached) **Page 13**

9. BANNERS IN HIGH STREET

 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. It was agreed on 21st June to decide on this at the meeting as the banners

come down in early October ready for the Christmas lights to go up.

10. 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.**

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

To: Chair and Members of Street Parish Council

STREET PARISH COUNCIL

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

21st June 2022 at 7.05 p.m.

 PRESENT: Councillor L. Wolfers (Chair of Council)

Councillors: D. Goater, P. Goater, N Kellett, B Knickerbocker, A. Leafe, T Napper, H. Shearer and A. Sparkes

 IN ATTENDANCE: L. Ruff – Clerk/RFO

 Deputy Clerk/RFO – Z. Leach

 County and District Councillor L. Leyshon

 Manager of Crispin Community Centre

APOLOGIES Councillors: P Birch, S. Carswell, N Howiantz and N Smith.

ABSENT Councillor

24. NOMINATIONS TO FILL VACANT SEAT AND CASUAL VACANCIES

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

in the North Ward. In accordance with Standing Order 3 m it was agreed to vote on the co-option by a show of hands. It was also agreed that the co-opted member could sign their declaration of acceptance of office and join the meeting. The only candidate made a short presentation. It was noted that Councillor Sparkes signed the declaration of acceptance of office prior to the meeting, having been elected to the Council without a contest. Councillors Howard and Swift had also been elected to the South Ward without a contest. The meeting was adjourned from 7.10pm to 7.14pm to allow a member of the public to speak.

 Councillor Leafe proposed Bruno Reina for consideration, and this was seconded

 by Councillor Knickerbocker.

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

 was - Bruno Reina – 9 votes.

 RESOLVED

that Bruno Reina be co-opted to fill the vacant seat on the Council

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

Bruno Reina then signed his declaration of acceptance of office and joined the meeting.

25. MINUTES

Councillor Napper queried why Councillors Sparkes, Howard and Smith had resigned. Councillor Shearer explained that this was a technical issue relating to being eligible to have the general power of competence.

The minutes of the Annual Meeting of the Council held on 17th May 2022 which had been circulated were approved as a correct record, showing Councillor Napper as absent rather than giving apologies, and signed by the Chair.

26. MATTERS ARISING

 There were no matters arising.

27. DECLARATIONS OF INTEREST AND DISPENSATIONS

In accordance with the Code of Conduct Councillors P. Goater, 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 Shearer declared an other interest under Appendix B in any

matters relating to the County Council and stated that she would keep an open mind when considering issues at County or Parish level.

Councillor Wolfers declared a disclosable pecuniary interest in any

matters relating to Street and Glastonbury Chamber of Commerce as she worked freelance for them.

Councillor Napper declared an other interest under Appendix B in any matters relating to Glastonbury Town Council.

28. COMMUNITY POLICE OFFICER

There was no Police representative at the meeting.

Councillors were reminded that the next Meet the Team meeting would be held on 24 August 2022 at 7 pm at the YMCA.

Councillor Napper advised of the key priorities that the Meet the Team are looking at: To repaint the zigzags at Elmhurst School, to repaint the zigzags in the police bay on the High Street and the zebra crossing at McDonalds, where a number of accidents are taking place because it is near to the junction.

RESOLVED

1. That Councillor Napper will email Councillor Leyshon with the issues regarding the zebra crossing at McDonalds and the repainting of zigzags at Elmhurst School and the police bay in the High Street for Councillor Leyshon to raise with Somerset Highways. Councillor P Goater to also email Councillor Leyshon regarding the accident involving a resident and their wheelchair at the McDonalds Zebra crossing.
2. Councillor Leyshon to resend the list of where road markings need to be repainted and changes need to be made, to County Highways and Councillor Carswell

29. GRANT – VOLUNTEER DRIVERS SCHEME

 The Manager of the Community Centre gave a brief presentation. She asked the Council to expedite a decision as there is a risk that if she does not secure the additional funding by the end of June the grant secured could be lost.

The Manager would monitor any effect of the scheme on local taxi drivers.

 There was a brief discussion on which allocation the funding might come from.

 RESOLVED

1. The Grant Application to be considered at an Extraordinary Meeting of the Council on 27 June and all previous paperwork to be submitted.
2. Councillor Leyshon to give Councillor Leafe the contact for the Lead on Children’s Services at Somerset County Council.

30. PLANNING COMMITTEE

There was no planning committee held last month.

31. WORKING GROUPS

Notes of an informal meeting of the Council held on 31st May to consider which working groups to appoint were circulated with the agenda.

The Strode Theatre Manager had requested the £1000 grant agreed towards the book festival. The Clerk had requested that the Theatre Manager provides an update on the event.

There was a discussion about youth engagement, and it was agreed to consider a wider strategy including support from the YMCA.

 RESOLVED

1. that the notes of the informal meeting were agreed.
2. that the following working groups be appointed for the ensuing year:

Highways Working Group – Councillors Carswell, Knickerbocker, Napper, Smith, Sparkes – meet January, April, September.

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, Reina, 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, Shearer, Smith and 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

1. that the Library Working Group is on hold until negotiations start on a possible move back to the 1924 building.
2. that the remit of all working groups be rationalised.
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 the Clerk will speak to Councillor Birch prior to the Extraordinary Council Meeting on Monday 27 June whether she wished to come off of the Theatre Management Committee.
5. that Councillor Wolfers and P. Goater will report back on the Theatre users’ group as the management board had been disbanded once they have met with the Principal of Strode College
6. The Staffing Committee will comprise the following members:

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

1. Grievance and Disciplinary Panel will comprise the following members:

Councillors: P. Goater, Reina, Swift

1. Appeal Panel will comprise the following members:

Councillors: Kellett, Knickerbocker and Leafe

1. the culture working group will meet on Wednesday 6 July at 6pm in the Parish Rooms.
2. Councillors will meet on Monday 1 August at 6pm in the Parish Rooms to discuss what has been learnt at the training sessions and then agree on priorities for the new year to be followed by an informal social event.
3. that Councillors: P Goater, Knickerbocker, Kellett, Napper, Sparkes and Wolfers will form a task and finish group to scope a plan on Environmental and Climate Change Resilience.
4. To invite Melissa Taylor, Climate Emergency & Resilience Officer at Glastonbury Town Council, to make a presentation to the Parish Council at the next meeting on 19 July
5. that a decision will be made at the Extraordinary Meeting on Monday 27 June about whether to replace the union jack banners in the High Street.

32. REPORT FROM CHAIR

The Chair made her monthly report including events which she attended over the jubilee weekend.

The High Sheriff is coming to Street for the day and the Chair will organise visits to various key locations.

The Clerk reminded members that officers were already consulting with the schools and college on the best way of recognising the LGBTQ community.

There was discussion about how to recognise the community work of a particular Councillor.

RESOLUTION

Holding a Chair’s Investiture in September, to be considered by the Council on the 19 July 2022

33. PARISH PATH LIAISON OFFICER

There was nothing to report.

34. MENDIP STRATEGIC TOURISM GROUP

The Deputy Clerk/RFO reported that Mendip had advised at the meeting on 9 June that the new cycle/walk link along the bypass from the roundabout to the entrance to Clarks Village Car Park will probably be installed by Somerset County Council.

The Section 106 funding of £55,000 held for the Business Park Development will still be needed and the County Council will fund the remainder.

The installation of electric charging points in Mendip owned car parks will be commencing next week.

Prior to submitting a bid to County for installation of bike racks across the district we will be consulted about potential locations.

All footfall data counters have been installed. All are operating bar one in Wells. Data should be available soon.

35. CHAIR UPDATES FROM OTHER COMMITTEES/WORKING GROUPS

Nothing to report.

36. ANTI GRAFFITI DAY

Councillor P Goater reported that the graffiti clean day on 29 May was very successful. A second event will be held on Sunday 26 June.

37. LOCAL GOVERNMENT REVIEW

The Deputy Clerk/RFO submitted a report which had been circulated. There will be a conference in October and Local Community Networks will be considered.

38. CORRESPONDENCE/MINOR MATTERS

The Clerk submitted a report which had been circulated. It was noted that the council’s assets had been inspected and were all in good order.

39. REPORT FROM REPRESENTATIVES ON OUTSIDE BODIES

 AND COUNTY AND DISTRICT COUNCILLORS

Councillor Shearer reported that she had been appointed as the lead on adult social care at the County Council. The County Council was challenged with increasing need from an ageing population, people with learning disabilities etc leading to rising costs, with a limited budget.

Councillor Napper wished to attend a Smart Communities event organised by SALC on 30 June.

County and District Councillor Leyshon reported that there was no budget for LCNs

She was in discussions with the football club and Councillor P Goater about possible use of a unit by the Scouts. She would speak to the District Officer about the cycle/walk path extension on the bypass. The county council is waiting for the government to come back to them regarding the Walton bypass.

40. ACCOUNTS FOR PAYMENT

 The latest bank reconciliations for all accounts at 31st May 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

 May, schedule of earmarked reserves and a consolidated summary.

It was noted that the grants of £10,000 to Greenbank Pool would be made on 13 July and in September

 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 2022

 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.

41. MATTERS FOR REPORT

It was agreed that an Extraordinary Meeting would be held on 27 June at 6.30pm venue to be notified. This to be followed by an informal session to update new and other members on current issues.

42. NEW STAFF

The Deputy Clerk and Assistant Clerk stated on 6 June 2022 and have already made a big difference to the work of the Council. They have arranged to start the CILCA course around October after completing the necessary preparatory work. The aim will be for both of them to gain the CILCA qualification before the Clerk retires at the end of March 2023.

The agency worker finished on 15 June after 10 weeks. The total cost of this was £2223.

43. EXCLUSION OF PRESS AND PUBLIC

RESOLVED

 that in accordance with the Public Bodies (Admission to Meetings) Act 1960 as

 amended by the Openness of Local Government Bodies Regulations 2014, the press

and public be excluded from the meeting for the following item as it involved

confidential staffing information.

44. STAFFING COMMITTEE

The minutes of the committee meeting on 27th May 2022 were submitted as circulated.

RESOLVED

that the report be approved

 The meeting ended at 9.03 p.m.

 Councillor Leafe left the meeting at 8.30pm

 AGENDA ITEM NO: 5

To: Council

From: Clerk

Subject: General Power of Competence

The General Power of Competence is found in sections 1 – 8 of the Localism Act 2011 and is the power to do anything that individuals generally may do that is not otherwise prohibited. A local council must meet the following criteria at the time the resolution is passed to be eligible to use the power and must confirm that it remains eligible at each subsequent annual Council meeting held after ordinary elections -

1. the number of councillors that have been declared to be elected at the last ordinary election or at any by-election must be equal to or exceed two thirds of the total number of councillors

- two thirds of the total number of 16 members is 11 and only 8 councillors were elected without a contest to serve on the Council in May. Another 7 vacancies were filled by co-option to the Council on 17th May and the 1 vacancy in the North Ward was filled by co-option on 21st June.

2. a Clerk who holds one of the specified qualifications including the Certificate in Local Council Administration – the Clerk holds the CiLCA qualification

3. a Clerk who has completed training in the exercise of the power as part of one of these qualifications or as a separate exercise

- the Clerk was awarded a pass in Section 7 General Power of Competence CiLCA 2012 on 16th August, 2012 and holds a certificate to this effect.

The Council on 17th May was therefore unable to resolve that it remained eligible to use the power. At the end of May Councillors Howard, Sparkes and Swift who had all been co-opted to the South Ward, resigned from the Council. A bye election was subsequently called and all 3 former councillors stood and were elected without a contest on 21st June 2022.

Therefore as two thirds of members have now been elected the Council does meet the criteria in this respect and can pass a resolution stating that it is eligible to use the general power of competence.

L.A. Ruff

Clerk/RFO

27.06.22

 AGENDA ITEM NO: 6

To: Council

From: Clerk

Subject: Grant – Volunteer Drivers Scheme

It was agreed on 21st June to circulate all information submitted with the original application for this grant and this is attached separately for consideration.

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.

L.A. Ruff

Clerk/RFO

27.06.22

 AGENDA ITEM NO: 8

To: Council

From: Clerk

Subject: Committees, Working Groups, Representatives

Following Councillors Howard, Sparkes and Swift being elected to the South Ward without a contest on 21st June, to appoint them to the committees, working groups and outside bodies as previously -

**Councillor Howard**

Highways Working Group

Victoria Club Charitable Incorporated Organisation

Strode Theatre Users Group (formerly Board of Management)

Bus Services

**Councillor Sparkes**

Staffing Committee - Chair

Highways Working Group

Task and Finish Group – Environmental and Climate Change Resilience

Victoria Club Charitable Incorporated Organisation

Merriman Park Community Group

**Councillor Swift**

Grievance and Disciplinary Panel

Greenbank Pool Management Committee

Street Twinning Association

Street Business Park

To appoint Councillor Knickerbocker to the Strode Theatre Users Group in place of Councillor Birch.

L.A. Ruff

Clerk

27.06.22