

Mrs L. A. Ruff
Clerk of the Council
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11th August 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, 16th AUGUST, 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 19th July 2022 are attached – **Page 4.**

Anyone experiencing Covid symptoms must 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 19th July 2022 (attached) **Pages 5 - 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. COMMUNITY POLICE OFFICER
6. CLIMATE CHANGE
To receive notes from the Deputy Clerk who attended a conference in Frome on 15th July (attached) **Pages 11 - 13** The Climate Change Officer from Glastonbury Town Council will be speaking at the next meeting and a meeting of the Environmental and Climate Change Task and Finish Group will then be arranged.
7. PLANNING COMMITTEE
To note the minutes of the meeting held on 19th July (attached) **Pages 14 - 15**
8. PRIORITIES FOR 2022/23 AND BEYOND
11 councillors and County and District Councillor Leyshon attended the informal meeting on 1st August and the priorities identified are attached **Page 16**
Councillor Shearer led a session to summarise recent training.
9. CULTURE WORKING GROUP AND CHRISTMAS TASK AND FINISH GROUP
To receive notes of the meetings held on 3rd and 4th August (attached) **Pages 17-23**
10. COMMUNITY GRANTS WORKING GROUP
To receive a verbal report from the meeting on 15th August
11. MERRIMAN PARK FUN DAY AND CHAIR'S INVESTITURE
To receive a verbal report from the Assistant Clerk – Community Engagement. To discuss how to honour medal winners at the Commonwealth Games who live in Street e.g. a gold plaque on the outside of the Parish Rooms.
12. STREET SKATE PARK
The Skate Park has been repaired and will be re-opened on 12th August with the official ceremony at 3 p.m. on 15th August.
13. REVIEW OF POLICIES (report attached) **Page 24**
14. REPORT FROM CHAIR
15. PARISH PATH LIAISON OFFICER - verbal report from Councillor Leyshon
16. CHAIR UPDATES FROM OTHER COMMITTEES/WORKING GROUPS – Highways Group – parking restrictions in various agreed locations advertised on 28th July
17. ANTI GRAFFITI DAY
An Anti-Graffiti Day took place on 26 June 2022. Councillor P Goater to provide a verbal report.
18. CORRESPONDENCE/MINOR MATTERS (attached)
Pages 25 – 26

19. REPORT FROM REPRESENTATIVES ON OUTSIDE BODIES
AND COUNTY AND DISTRICT COUNCILLORS
Questions to be noted for written replies and matters for consideration referred to the appropriate working group. All reports received have been emailed to members.
20. ACCOUNTS FOR PAYMENT (schedule of June and July payments attached for approval and initialing by Chair) and confidential detailed income and expenditure by account report at 30th June and 31st July 2022 including budget variance – emailed to members only with bank reconciliations and earmarked reserves schedule. **Page 27 + Confidential attachment for members only**
21. MATTERS FOR REPORT
Consideration of items not on agenda for information only
(a) Report from Clerk
(b) Matters raised by members – TO BE NOTIFIED TO THE CLERK IN ADVANCE OF MEETING.
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To: Chair and Members of Street Parish Council

NOTES OF PUBLIC QUESTION TIME HELD BEFORE COUNCIL MEETING ON 19 JULY 2022

A resident raised concerns regarding Portland and Moorland Road play parks. At Portland Play Park the rubber surface is coming up which is a trip hazard. At Moorland Road play park an item of equipment (a roundabout) was removed from the park some time ago and has not been returned to the park. The resident requested that it was returned. Councillor Shearer noted and will respond.

The resident is concerned about the dip in the road near the roundabout at Glaston Road which is getting bigger. Lorries with containers tilt. The resident was advised to take a photograph and send this to the Parish Council.

The resident was concerned about parking at Crispin School/Strode College and cars speeding which is a significant health and safety risk. Councillor Napper advised the resident that the next PACT meeting is on August 24th at the YMCA and he was welcome to attend.

STREET PARISH COUNCIL

Meeting of the Council held in Room 6, Crispin Community Centre on 19th July 2022 at 7 p.m.

PRESENT: Councillor L. Wolfers (Chair of Council)
Councillors: S. Carswell, D. Goater, J. Howard, N Howiantz, B Knickerbocker, A. Leafe, T Napper, H. Shearer and N. Swift

IN ATTENDANCE: Deputy Clerk/RFO – Z. Leach
County and District Councillor L. Leyshon

APOLOGIES Councillors: P. Birch, P. Goater, N. Kellett, B. Reina, A. Sparkes and N. Smith – another engagement – reasons accepted.

57. MINUTES

The minutes of the Extraordinary Meeting of the Council held on 5th July 2022 which had been circulated were approved as a correct record and signed by the Chair.

A Councillor highlighted an error in the minutes of 27 June 2022 on page 4. It should read that Councillor Swift had resigned and not Councillor Smith.

58. MATTERS ARISING

There were no matters arising.

59. 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.

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 Wolfers declared a disclosable pecuniary interest in any matters relating to Street and Glastonbury Chamber of Commerce as she worked freelance for them.

Councillor Howard declared an interest under Appendix B in any matters relating to Crispin Hall and Community Centre, of which she is a Trustee and the Victoria Club, of which she is a Member Trustee.

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

60. 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.

61. PLANNING COMMITTEE

RESOLVED

that the notes of the informal meeting were agreed.

62. POLICY AND FINANCE COMMITTEE

The minutes of the Policy and Finance Committee meeting of 5 July 2022 were submitted as circulated and these will appear as Annex A to the minutes in the minute book.

A discussion followed about the need for greater outreach work in the community and for a Community Grants Working Group to scope and advertise the type of applications it would like to receive in order to provide support to the priorities identified. Councillors Carswell and Leafe requested to join the proposed Community Grants Working Group.

RESOLVED

- A. that the Grant for Street Football Club of £1000 be refused on the basis that copy accounts and a breakdown of how the monies will be spent in support of the application had not been received
- B. that a Grant of £27,000 be made to Street and Glastonbury Community Learning Partnership for a one-off payment towards the cost of additional PFSA hours for Elmhurst and Hindhayes School
- C. that the Clerk or Deputy Clerk, in liaison with the Chair and Vice-Chair of the Council, will meet with the Principal of Strode College to discuss possible group funding with all schools working collaboratively with reference to the grant application made for £20,000.
- D. that a Grant of £4,600 be made to the Salvation Army for Food vouchers, Foodbank and Christmas.
- E. that the Grant for the YMCA for £7,740.60 for SEND support, £3,235.32 for a life skills programme pilot and £2,405.00 for additional activities and equipment is refused and instead a Community Grants Working Group comprising of Councillors Birch, Carswell, D. Goater, Kellett, Knickerbocker, Leafe, Napper, Shearer and Wolfers is formed to draft a request for Grant applications for local organisations to support local people in Street. An initial meeting was agreed for Monday 15 August at 6pm in the Parish Rooms.

- F. that a grant be made to Crispin Hall and Community Centre of £4,400 towards the cost of a new lift (which must be returned if not spent on the lift) with the £600 unspent from knit and natter group, to be repurposed and put towards the cost of the lift.

- 63 MOTION FOR CONSIDERATION – SO 18 FINANCIAL CONTROLS AND PROCUREMENT
The Deputy Clerk advised that the National Association of Local Councils have updated Model Standing Order 18 (financial controls and procurement) to simplify it and bring it in line with the procurement position post Brexit and the current procurement threshold figures.

In accordance with Standing Orders 9 b and 25 b, a motion was moved by Councillor Wolfers and signed by Councillors P.Goater, Shearer and Kellett and submitted with 7 clear day's notice.

RESOLVED

- A that the Council's Standing Order 18 is updated as set out:

18. FINANCIAL CONTROLS AND PROCUREMENT

- a. v. whether contracts with an estimated value below **£25,000** due to special circumstances are exempt from a tendering process or procurement exercise.
- c. **A public contract regulated by the Public Contracts Regulations 2015 with an estimated value in excess of £25,000 but less than the relevant thresholds referred to in standing order 18(f) is subject to the "light touch" arrangements under Regulations 109-114 of the Public Contracts Regulations 2015 unless it proposes to use an existing list of approved suppliers (framework agreement).**
- f. **Where the value of a contract is likely to exceed the threshold specified by the Office of Government Commerce from time to time, the Council must consider whether the Public Contracts Regulations 2015 or the Utilities Contracts Regulations 2016 apply to the contract and, if either of those Regulations apply, the Council must comply with procurement rules. NALC's procurement guidance contains further details.**

64. REPORT FROM CHAIR

The Chair reported that she had met with both the Principal of Strode College and the Head Teacher of Millfield School and connected them together.

The Chair provided an update on the investigation regarding the defacing of the murals.

65. CULTURE WORKING GROUP
Notes of an informal meeting of the Culture Working Group held on 6 July were circulated with the agenda.

RESOLVED

- A. that the notes be agreed.
- B. that Councillor Napper be appointed to the Christmas Task and Finish Group.
- C. that the first meeting of the Christmas Task and Finish Group will take place at 6.30pm on 21 July at the Parish Rooms.
- D. the Deputy Clerk will investigate live streaming the Investiture event
- E. that Councillor introductions and working group updates would be recorded and displayed on a loop at the Investiture event.

66. PARISH PATH LIAISON OFFICER
There was nothing to report.

67. STREET COMMUNITY LIBRARY PARTNERSHIP
Notes of the Street Library Partnership meeting of 23 June were circulated with the agenda.

RESOLVED

- A that the notes be agreed.
- B that 5-18 years will not have to pay overdue charges at Street Library and that the Deputy Clerk will investigate how much money has been previously fined to this age group.

68. CHAIR UPDATES FROM OTHER COMMITTEES/WORKING GROUPS
Nothing to report.

69. ANTI GRAFFITI DAY
Councillor D Goater reported that the graffiti clean day on 26 June was successful and included representation from the teenage community.

The next Graffiti clean-up day will take place on 24 July at 12pm; meeting outside of the Police Station.

70. LOCAL GOVERNMENT REVIEW (LGR)
The Clerk/RFO submitted a report which had been circulated.
The Deputy Clerk shared the timeline for consultations on Local Community Networks and the longer-term timeframe, post Vesting Day, for Local Plans for the different Councils and a full boundary review.
Work is ongoing to create a Charter for Engagement between local Councils and the new Unitary Council.

71. PARISH OR TOWN STATUS
The Clerk/RFO submitted a report which had been circulated.
A brief discussion followed on any benefits to be gained of being a Town Council rather than a Parish Council.

RESOLVED

A. that the Council would remain as a 'Parish' Council.

72. CORRESPONDENCE/MINOR MATTERS

The Clerk submitted a report which had been circulated.

Councillor Carswell confirmed that Planning Consent will be required for the proposed alterations/improvements to Merriman Park.

RESOLVED

A that Councillor Napper be appointed to serve on the Policy and Finance Committee

B that the Council can offer a reward of £300 to an individual for information leading to a conviction of those responsible for Graffiti of the Murals in the Library Garden.

C that Merriman Park Group are permitted to make the proposed alterations at the entrance to the park and bandstand, subject to receipt of planning permission, that all costs incurred will be met by the Merriman Park Group and details of the contractor used, and copies of Insurance and Risk Assessments will be submitted to the Parish Council prior to the commencement of any work.

D that an accessible portaloo be placed by Merriman Park for the summer holidays at a cost of around £350.00, to include weekly servicing, and the Park Group to be asked to monitor it to ensure that there are no problems.

73. REPORT FROM REPRESENTATIVES ON OUTSIDE BODIES AND COUNTY AND DISTRICT COUNCILLORS

County and District Councillor Carswell advised that as Deputy Chair of the Government and Constitutional Committee at Somerset County Council, who are considering the LGR and new constitution for the Council, he can be contacted if anyone would like to raise any issues or put forward any suggestions. He also advised that it has been agreed that no events will be held at Cranhill Road Car park for the next 12 months.

County and District Councillor Shearer advised that the second tranche of money for the SCC Household Support Fund, to go to people who most need it, has been made available. People can apply directly online or by telephoning 0300 1232224 for support.

County and District Councillor Shearer also advised of the success of the Mendip Health and Wellbeing Board and the desire to keep this going as a locality health and wellbeing focus when decisions are being made on what might be in the Local Community Networks.

District Councillor Napper announced the sad death of a local District Councillor.

County Councillor Leyshon reported that a proper timetable is now in place for the establishment of LCNs. There are lots of issues around boundaries, responsibilities and affordability but work is ongoing.

The new Chief Executive has been appointed at Somerset County Council. A budget working group has also been set up.

Traffic Regulation Orders agreed will be advertised shortly. They are now advertised in a block once a year.

40. ACCOUNTS FOR PAYMENT

The latest bank reconciliations for all accounts at 30th June 2022 had been prepared successfully with the monthly income and expenditure by account report, the final report of receipts and payments for June, schedule of earmarked reserves and a consolidated summary.

RESOLVED

That the Clerk will circulate the report and schedule of payments upon her return and they will be formally agreed at the next meeting of the full Council.

75. MATTERS FOR REPORT

None.

The meeting ended at 8.10pm

NOTES OF CLIMATE CHANGE CONFERENCE ATTENDED BY THE DEPUTY CLERK ON 15TH JULY 2022

The Conference was hosted by Green and Healthy Future for Frome.

‘A Green and Healthy Future for Frome’ is a unique partnership between Edventure: Frome, Frome Medical Practice, Frome Town Council and the local community.

Funded by the National Lottery Climate Action Fund, ‘A Green and Healthy Future for Frome’ wants to achieve a health and climate win-win by exploring ways to help local people make changes which are good for their health and the planet’s health. This community led initiative is based on the fact that these issues are firmly linked – if we improve one, we will also improve the other, enabling everyone to share in a healthier, fairer and more sustainable future.

The programme consists of six strands:

1. Future Shed

A space which offers practical support to get green and healthy initiatives and enterprises off the ground through building networks, connecting people and ideas, signposting and start-up coaching. Meet ups and co-working take place on Fridays at Edventure’s space

2. Cycle together

Offers people in Frome the opportunity to borrow an ebike, free of charge for four weeks. Participants also have the option to attend up to six hours of guided group rides to build confidence and meet new people.

3. Choosing Wisely

Supports patients at Frome Medical Practice to make small changes which enable them to enjoy healthier and greener lifestyles. It is also addressing unnecessary use of medication and testing, helping to reduce medical-related carbon emissions.

4. Green Community Connectors

Offers one hour training session where together, participants can explore how to take positive steps to make a difference to the planet and people’s wellbeing, as individuals and as a community.

5. Story telling

Is about the story of community-led projects and how acting on climate and health, sharing learnings and reaching a wider community through events, social, media, toolkits and film.

6. Healthy homes

Is supporting residents, especially those experiencing fuel poverty or living in cold and damp conditions to access financial support and advice to improve the energy efficiency of their homes, helping them to save money, improve their health and cut carbon.

Frome Town Council declared a Climate Emergency in 2018, and since has developed and implemented various plans to reach net zero emissions by 2030. Frome Town Council formalised a Climate Emergency Strategy and Action Plan which is reviewed annually and a

working group reviews progress quarterly. The starting point for their strategy and action plan was to look at the town’s carbon footprint.

Examples of healthy homes initiatives at Frome Town Council:

- Frome Town Council deliver regular energy advice sessions at various venues: Town Hall, Supermarkets, Events, Cafes, Bookable phone appointments for those that are housebound.
- Refer residents to the Centre for Sustainable Development for advice on how to prevent/lead out of fuel poverty.
- Advise that grants are available.
- Series of webinars – available online.
- Frome Town Council are gearing up for future energy price increases by training energy advice champions in Frome.

What is Street’s Carbon Footprint?

The University of Exeter and the Centre for Sustainable Energy (CSE) have created a modelling tool for towns and parishes to understand their emissions footprint. [Impact | Community carbon calculator \(impact-tool.org.uk.\)](http://impact-community-carbon-calculator.org.uk)

The table below shows Street’s consumption footprint – total estimated emissions and per-household averages – so that you can see a breakdown of the numbers.

CO₂e stands for "carbon dioxide equivalent" and is a standard unit of measurement in carbon accounting. It expresses the impact of a number of different gases collectively as a common unit.

	Total emissions (t CO ₂ e)	Per-household emissions (t CO ₂ e)	%
Total emissions	76,719	14	100
Consumption of goods and services	27,911	5	36
Food and diet	18,443	3.3	24
Housing	15,012	2.7	20
Travel	14,121	2.5	18
Waste	1,233	0.2	2

How does this compare:

	Per-household emissions (tCO ₂ e)		
	Street	Mendip	GB Average
Consumption of Goods and Services	5	5.8	5.4
Food and Diet	3.3	3.7	3.6
Housing	2.7	4.2	3.5
Travel	2.5	3.7	3.3
Waste	0.2	0.2	0.1

Consumption of goods and services is responsible for 36%, the largest contributor of per-household emissions for the Parish of Street.

All goods that we buy will have had carbon emitted in their making (including the sourcing of raw materials), packaging, shipping and sale. With every new product made, more carbon is emitted (and more resources are extracted and sourced – which itself can have huge environmental and social impacts). Reducing how many new goods we buy in the first place is the best place to start in terms of reducing goods-related emissions; and then of course re-using and repairing items where goods are needed.

Carbon emissions from the services we use will relate to the energy used by that service provider (e.g., heating in a leisure centre pub or hospital), as well as the carbon emitted as a result of goods they buy and use (e.g., gym equipment, vehicle repair, machinery).

Questions to help consider ways to reduce emissions attributable to goods and services:

- Are there opportunities to grow the second-hand market; enable residents to upcycle and repair household items; share larger/more expensive/rarely used items, such as power tools?
- Are there opportunities to encourage businesses to switch to green energy tariffs (where energy is generated from renewable sources), or to support local businesses who want to reduce their emissions (e.g., with cargo bike deliveries to replace vans; energy efficiency improvements to buildings to reduce heat demand; low carbon procurement policies; local sourcing and carbon-conscious materials).

Next Action:

- Hear from the Climate Change Officer, Glastonbury Town Council, at the September Full Council meeting.
- Meet as a task and finish group to formalise strategy and create a climate action plan. Start with Village's carbon footprint.
- Investigate grants/funding available.
- Lead by example and own actions as a Parish Council:
Officers are currently obtaining quotes for solar panels and battery installation. As climate action was one of the priorities at the team building meeting, officers will keep this in mind with any purchases or activities undertaken within the office and have created a Climate and Resilience Action List detailing changes being made.

STREET PARISH COUNCIL

Meeting of the Planning Committee held in Room 6 of the Community Centre, Leigh Road, Street, on 19th July 2022 at 6:00pm.

PRESENT: CHAIR: L Wolfers; VICE CHAIR: T Napper Councillor N Howiantz

APOLOGIES: Councillors P Birch and P Goater

IN ATTENDANCE: Z Leach – Deputy Clerk

4. MINUTES

The minutes of the meeting held on 21st June 2022 were approved as a correct record and signed by the Chair.

5. DECLARATIONS OF INTEREST AND DISPENSATIONS

None received.

6. PLANNING APPLICATIONS

The Assistant Clerk submitted a report which had been circulated.

RESOLVED

2022/1165/REM at Street Business Park Gravenchon Way Street Somerset BA16 0FH. Application for approval of reserved matters following outline approval 2018/0339/VRC for the Development of Class B1 (business), B2 (industrial), B8 (storage/distribution) and A1 (retail) uses including an element of trade counter and builder's merchants uses and associated access. Matters of appearance. Access/landscaping/layout/scale to be determined. Applicant: Mr FitzGerald – Refusal under considerations 8, 9 and 10. Ongoing concerns with (already congested) traffic affecting proper access to site and bottleneaking by the zebra crossing which is a potential safety issue. Recommendation made that the final decision goes to Mendip District Council (MDC) Technical Team.

2022/1164/VRC at Street Business Park Gravenchon Way Street Somerset BA16 0FH. Application to vary condition 7 (Retail Floorspace less than 557sq.m) of planning approval 2018/0339/VRC to lower the minimum sq.m floorspace on Phase 6A only. Applicant: Mr FitzGerald. - Refusal under consideration 12. Concerns raised re: the nature of the site changing from business to retail. The council recommend the final decision is reached by the MDC Technical Team.

2022/1162/LBC at Crispin Hall 83 High Street Somerset BA16 0EZ. Change of use of first floor male and female WC facilities to form a retail space. Applicant: Crispin Hall Trust. – Approved

2022/1174/FUL at Crispin Hall 83 High Street Somerset BA16 0EZ. Change of Use of Male & Female WC facilities on first floor only to form a Retail space. Applicant: Crispin Hall Trust. - Approved

2022/1039/FUL at The King Alfred 38 Leigh Road Street Somerset BA16 0HB. Demolition of skittle alley and erection of 2no. semi-detached chalet bungalows (Use C3), with associated parking and landscaping, and reconfiguration of the public house car park and beer garden. Applicant: Punch Partnerships (PML) Limited. – Refusal under considerations 2 and 8. Concern shared for the privacy of the inhabitants of Lime Close, as plans show buildings will be overlooking their residences. There may be an adverse effect on access to the proposed properties, and if parking is reduced for the pub, that may reduce business. Agreed to a final decision residing with MDC Technical Team.

2022/1217/HSE at 15 Quarry Road Street Somerset BA16 0RB. Erection of single-storey rear extension. Applicant: Mr and Mrs Banfield. – Approved.

2022/1199/HSE at 7 The Boardwalk Street Somerset BA16 0AJ. Applicant: Mr Lukins. – Approved - deemed sensible and consistent with the rest of estate, where other neighbours have similar alterations already in place.

2022/0274/VRC at 8A Park Close Street Somerset BA16 0JW. Application to vary conditions 2 (drawing list) and 6 (windows specifications) of planning approval; amended from descriptions for 2017/0870/FUL, to regularise layout and the first-floor window in the north elevation (serving a bathroom) to be obscured and opening and change the first-floor window in the east elevation (serving bedroom 3) to be clear glass and opening. Applicant: Mr Marino. – Refusal under consideration 2, due to loss of privacy, as the structure would overlook and cause intrusion to a neighbouring property.

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

The meeting ended at 6:45 pm.

Priorities from Team Building Event on 1st August 2022

The session helped us identify the top priorities those who attended the event put forward and voted for. It was deemed a good idea to ensure we work cohesively with other councils and local organisations to ensure we are following a best practice approach.

Top Priorities:

- 1) Engaging with the local young people and supportive organisations such as the YMCA to create a Youth Outreach programme. (6 votes)
- 2) Agree on an action plan for Declaring a Climate Emergency and explore funding opportunities to help with budgeting. (4 votes)
- 3) Building a wider focus on community support that is all-inclusive, across the different age groups, in Street. This would include giving attention to people's mental health and wellbeing. (3 votes)

Other Priorities:

Each of the following received either 1 or 2 votes.

- Maximising on the opportunities presented from the 4.6 million annual visitors to the village.
- Improving the conditions and appearances of Farm Road and Woods Batch underpasses; perhaps by conducting an artists' project (like in Glastonbury) as well as reducing the impact of flooding. Working with the Highways Authority and our internal focus group.
- Developing better public transport infrastructures and reviewing the Sustrans report on cycle paths to contribute to a reduction in traffic and reduce pollution. Again, mention was made of the conditions of the roads and pavements (including the High Street) and would involve working with the Highways Authority and our focus group.
- Building a pump track as an additional local resource, particularly for young people to be encouraged to be actively exercising.

CULTURE WORKING GROUP NOTES - MEETING HELD ON 03.08.22 AT 6:30 PM

PRESENT	CHAIR: Cllr. L Wolfers (LW) VICE CHAIR: Cllr. D Goater (DG) Cllr. B Knickerbocker (BK) Cllr. A Leafe (AL) Cllr. B Reina (BR) Cllr. N Howiantz (NH) Cllr. N Swift (NS) Cllr.
IN ATTENDANCE	Danielle Price (DP) – Assistant Clerk – Community Engagement
BY INVITATION	David Atkins (DA) - Merriman Park Community Group Sam Cullen – Alfred Gillett Trust Chris Davis – Land Sec
APOLOGIES	David Atkins (DA) - Merriman Park Community Group – reasons accepted Sam Cullen – Alfred Gillett Trust – reasons accepted Chris Davis – Land Sec – reasons accepted

The Culture Working Group Mission Statement

The representatives discussed the objectives of creating a mission statement and it was clarified what said statement would make it clear what the purpose of the group is and what its intentions are to help enhance the inherent culture of Street. It was agreed the following key words and themes should be incorporated to communicate a “vision of culture”, including: community engagement, all-inclusive; further-establishing Street’s identity; representation of all age groups and an overall dedication to meeting community needs.

NH put forward it would be best for councillors to have more time to contemplate their ideas, so it was agreed the final wording would be decided during the next meeting.

Reopening the Skatepark

It was announced the skatepark will have a soft reopening on Friday 12th August and an official reopening (with ribbon-cutting) on Monday 15th August at 3pm. It was agreed all press and local media should be invited, as well as local dignitaries, the local MP, the police, headteachers of local schools, the Youth Service and YMCA. DP agreed to action this. It was agreed a demonstration for the occasion would be a nice touch. DP and AL agreed to make enquiries.

The deterrent poster artwork was discussed and approved (DP to arrange copies to be placed all around the Skatepark prior to opening). LW recommended making similar posters for the Street Murals and DP agreed to create and put up.

Merriman Park Fun Day

A verbal update was given by DP as to the status of the event. Though DA was unable to be present, all councillors were made aware there was to be a meeting held at the Parish Rooms the following day, Thursday 4th August, to discuss the last actions (which are minimal).

DP gave feedback on the eco-friendly merchandise the SPC stall could have including: 250 wheat pens, 100 packets of seeds and 500 stickers (all options displaying SPC's logo). AL put forward it might be better to buy 1,000 wheat pens, so the price per item was reduced, and all were in favour of this as the pens could be used as gifts at Christmas and for future events.

There was a discussion about how appealing the packets of seeds would be at the time of year and would perhaps be better served at a springtime event. DG felt the packets were expensive. AL suggested visitors to the stall could buy them or offer a donation for a local charity instead, as the council cannot be seen to be making any financial gain. Charities put forward were Somerset Wildlife Trust and the Air Ambulance.

It was agreed the stickers were a good idea, with LW suggesting printing inhouse on Avery paper, as an alternative to buying in. DP agreed to order some and see how they turn out. It was also considered that a badge-making machine could be a good investment for future events.

LW proposed "wobbly heads" were very popular with children and DP agreed to research on pricing and turnaround time.

The SPC stall and staffing was discussed, and AL agreed to cover if there were gaps as he would be present all day. DG signed up on behalf of herself and Cllr. P Goater and BR signed up too.

The size and appearance of the stall was considered, and it was agreed that one of the SPC gazebos would be necessary. AL agreed to explore the options for table and chairs.

NS highlighted that Cllr. J Howard (JH) was keen for the bus campaign she is working on to have a stall (preferably next to SPC's) and DP agreed to discuss with DA at the meeting the following day and to liaise with JH directly.

LW described how the SPC branding should be used for the stall, so it was clearly identifiable. A discussion took place as to where the SPC green bunting might be. DP agreed to ask the Clerk and try to locate it and research branded banners for the event.

Chair's Investiture Event and Freedom of Street Award

The designs for invitations were reviewed and all present preferred the same design. Feedback was given on amendments for the final design. The invitees were considered and some further suggestions made. DP agreed to circulate the list and accept further suggestions.

Once number of guests are determined LW and AL could work with Burns the Bread and Hecks on the refreshments for the occasion.

BK expressed his concerns there was not very much lead-time for the invitations to go out, so it was agreed to postpone the event until October with invitations going out at least 8 weeks prior.

As Strode Theatre is still the preferred venue, DP agreed to find out availability for the event and to liaise with the recipient of the Freedom of Street and LW on a suitable date.

The format of the Freedom of Street award was agreed.

It was noted, nominations for the Citizens awards would require publicising in the library, local press, as well as online, and in school newsletters. The group would be responsible for selecting the winners. The nomination form would require a 150-word account of why the nominee was being put forward to help with the decision making process.

As the individual suggested as MC at the last meeting is not necessarily available, other suggestions were made and DP confirmed she was meeting with a local person the following week who had been recommended as a suitable option.

It was no longer deemed suitable to have performances from primary school-aged children. NS evaluated it would be more appropriate to target older year groups as they would be the next cohort of voters.

Two musical performances from Crispin school are confirmed and other local performance groups are to be contacted for the schedule.

LW explained she is working with Strode College and has requested some support from the Media faculty with screening the SPC presentation in the most engaging way.

Remembrance Parade

It was confirmed the Deputy Clerk had been arranging the road closures for the event and all was in hand with it and that the eco-friendly wreaths had been sourced from a local supplier.

It was agreed the invitation list would likely be the same as the Investiture.

Christmas Event

Feedback was given by the Task & Finish Group as to what the priorities have been for the group and that the identity of the event was to be an all-inclusive representation of the people of Street. When discussing the name of the event, all agreed the word “festive” would be a great feature.

NS explained how some of the previous events had been more successful, for example, a shop window competition had been popular historically. DP agreed to arrange with local retailers. A prize of a hamper or gift voucher were suggested.

LW explained it would be useful to collaborate with Street Chamber of Commerce and put forward the possibility of getting some additional funding or support for the event.

DP confirmed Street Library had agreed to have a stall and LW suggested a book giveaway.

BR confirmed he had been in touch with Bridgwater Carnival Club who were available to attend with their attraction, which would be further discussed at the Task & Finish Group meeting the following evening.

Murals Update and Anti-Graffiti Campaigns

LW gave feedback on the reasons for not being able to create an opportunity for restorative justice for the culprit to make amends. It was explained the artist had repaired the damage and that a protective lacquer would be applied in due course.

DP reported there had been some suggestions from the public, via social media, to put Perspex coverings over the murals, but all agreed that would undermine their appearance and offer further opportunity for vandalism.

A verbal report of the latest anti-graffiti effort was given, and all councillors invited to the next event on Sunday 21st August, at 12pm which would be around Merriman Park in order to refresh the area for the Fun Day.

Matters Arising

The councillors agreed condolences cards should be sent in response to the passing of Roy Hackett, the civil rights campaigner, and the former Mayor of Isny.

It was agreed that social media campaigns' reach would be improved by using paid-for enhancements such as "boosts" for the upcoming events.

NOTES FROM CHRISTMAS TASK & FINISH GROUP MEETING 04.08.22

PRESENT	Cllr. L Wolfers (LW) Cllr. B Knickerbocker (BK) Cllr. B Reina (BR) Cllr. N Howiantz (NH)
IN ATTENDANCE	Danielle Price (DP) – Assistant Clerk – Community Engagement
BY INVITATION	Jess Shelly – Secretary at Glastonbury Carnival Club
APOLOGIES	Cllr. A Leafe (AL) – reasons accepted Cllr. T Napper (TN) – reasons accepted

Road Closures and Parking

It was agreed to close Street High Street and Farm Road for the event, so as not to disrupt the bus routes bringing visitors in for the event. The plan for future years could explore closing off Leigh Road and expanding the event from this year's template.

JS from the Glastonbury Carnival Club explained the staffing and signage requirements for the event and reducing obstructions to delivery bays, car parks, local residences, and businesses to ensure access is safe and secure while the event takes place.

Prior warning must be given at least four weeks in advance of the event, though it was agreed this should ideally be done further in advance out of courtesy. JS agreed she would arrange a letter-drop on our behalf without charge. Local taxi companies will also need to be forewarned of the event.

Parking is to be encouraged at Cranhill Road ideally, so as not to encroach on seasonal parking at Clarks Village and encourage use of High Street parking.

Stallholders will be permitted to start arriving and setting up (staggered at approx. 15-minute intervals) from 9am with two-hours' lead time either side of the event to allow for erecting/dismantling of stalls and product placement/packing away. Packing up should be complete by around 6pm after the event finishes at 4pm.

JS quoted £1,100 for the road closures and staffing; this will increase slightly if we require paperwork being completed; help with promotional signage or any additional equipment to hire for the day.

If we require crowd-control barriers, we can arrange via Mendip District Council (MDC), or JS can arrange through her contacts.

Crispin Hall Event

DP confirmed Crispin Hall will be holding a Christmas gift fair in the main hall which will complement Street Parish Council's event on the day.

Name of Event & Marketing

All were in favour of "Street Festive Market", after discussing some other suggestions, as the best portrayal of the event.

The team voted unanimously for one design of the marketing poster and aesthetic, and it was agreed the artwork needs to be consistent across all forms and publicity platforms.

DP to circulate a further draft of artwork and next meeting to ensure it is inclusively designed. A contact at Fontology will be able to help with adapting the SPC logo design, and colour palette matching, if required.

A QR code can be produced to help promote the event to reduce on the amount of paper and it was agreed SPC should pay to boost the social media campaigns for the event across Facebook, Instagram and Twitter. DP to set up a Snapchat account for SPC to ensure the event is targeting across all ages as well as families and younger children primarily.

Gifts

Leftovers from the stall at Merriman Park Fun Day i.e. pens and stickers, will be used as gifts for the roaming Santa, as well as satsumas, as these are healthy; usually anti-allergic and symbolic of the time of year.

Stalls & Contact with Local Businesses

BK has been in touch with some local businesses and DP has updated and circulated the booking form to start taking orders. It was agreed the final booking forms and accompanying documents i.e. Food Hygiene certificates and licences would need to be returned and confirmed by 1st November 2022. The aim is to have 20 stalls on the day with minimal duplications.

Independent local businesses are to get first refusal on stalls before more established businesses or companies out of area are approached.

Refreshment stalls will be charged £30 for their spot; with other stalls priced at £15. Local community organisations or charities will not be charged. DP to seek advice on how the money from the stalls affects the overall budget.

LW keen to have a roasted chestnut stall and mulled cider (via Hecks?) which would also add to the atmosphere of the event. DP to research and feedback.

Street Library has confirmed they would like to attend, and it was agreed to encourage them to have a book giveaway.

Entertainment

NH has been liaising with a contact about use of a 3m x 4m stage. It was felt a larger stage would be more appropriate for choirs and any larger bands, so other options will be researched. Any individual performers will need to bring their own equipment and can perform along the road in a busking style.

DP to contact the local brass band, Street Sings and Glastonbury Male Voice Choir, as well as local schools to perform some songs on the programme of events for the day.

It was discussed having a headline act and BK & LW are to investigate the possibility of having an up-and-coming rock band who they have contacts for.

BR had been in touch with Bridgwater Carnival Club who have availability for a static Christmas carriage which would be a nice addition for families. However, JS mentioned there are several other more local businesses offering the same service, such as The Gorgons in Street and King William based in Glastonbury. JS agreed to find out availability and get a quote as she has contact details for both organisers.

LW suggested a balloon modeller for the event would be great for families and DP agreed to investigate local options.

Arranging a flash-mob by the local panto crew was also suggested as a crowd-pleaser, DP to explore as an option.

Timeline & Actions

Actions from the last meeting were reviewed and an initial draft of a timeline was circulated and a request made for feedback during next meeting to highlight any gaps or revisions and to firm up more specific deadlines next time.

Next Meeting

The next meeting is scheduled for Wednesday 31st August at 2pm in the Parish Rooms.

Matters Arising

A wet weather plan will need to be devised along with an updated Event Management Plan and Risk Assessment(s).

We will require walkie talkies for all roaming staff who will assist on the day. It is likely these can be borrowed at no cost from Wedmore or potentially Merriman Park Community Group, and if not, JS confirmed they can be hired from Glastonbury Carnival Club.

To: Council
From: Clerk/RFO
Subject: Review of Policies

I have reviewed and updated the following policies with only minor changes necessary. The policies will be reviewed again in a year or when any relevant changes take place. Fire warden and extinguisher training will be arranged as soon as practicable for the Deputy Clerk and Assistant Clerk. First Aid training will be undertaken when the CiLCA qualification has been gained by both officers in Spring/Summer 2023.

Health and Safety Policy
Fire Safety Policy
Fire Emergency Plan
Fire Risk Assessment Procedures
Fire Safety Risk Assessment.

L.A. Ruff
Clerk/RFO
16.08.22

To: Council
 From: Clerk/RFO
 Subject: Correspondence/Minor Matters

1. Appointment to Culture Working Group

At the request of Councillor Swift to agree that she is appointed to serve on the Culture Working Group.

2. LGBT+ Presentation

Councillor Reina has kindly offered to make a presentation at the meeting on 15th November on his post-doctoral research project examining LGBT+ issues within education.

3. Health and Well Being Across Somerset

On 2nd August the Chair, Councillor Shearer and myself met with the new Health and Well Being Officer appointed by SALC, Ann Diment. Public Health are funding a 3-year programme to increase engagement and build a support network for local councils. This will help to address issues including the ageing population and health inequalities. As a first step an engagement survey will be sent to all local councils to establish what they need. Training and grants programmes will then be developed for years 2 and 3.

4. Consultation on Short Term Holiday Lets

NALC are consulting councils on short term holiday lets to try to identify potential solutions such as measuring regulation to deal with problems caused by short term lets – attached separately.

5. Local Government Review

I attended an update meeting on 3rd August with other local councils. The LGR programme is experiencing a number of resource pressures which is not unusual as the 5 existing authorities carry on with the normal business and the huge change to the new Somerset Council from Vesting Day – 1st April 2023 is organised. We are starting to receive more enquiries including from people trying to contact the District Council about council tax issues. It seems likely that this will increase going forward and we will do our best to assist during this difficult and challenging process.

2 groups are being established as the Local Advisory Forum – a small focussed group and a public forum involving all stakeholders such as the Police, local councils, SALC, SLCC and the NHS. Consultation on the Local Community Networks would take place around the end of August to early October with specific options and pros and cons. There would be a conference in October for local councils. The results of consultation would be analysed in October and the Executive would consider the matter in November so that it could be added to the budget and everything would be in place for Vesting Day. It was probable that the LCN process would develop as time went on.

Clerks raised the issue of there being different arrangements for services in each district e.g., in some areas local councils provided dog bins. There would be a policy framework in place from 1st April 2023 on devolution of assets and services. The pilot projects were progressing and there would be a report on services and assets around Frome for children and young people. The highway steward scheme on Exmoor was going well with a lot of issues being addressed at a local level. The other scheme was to commission grant money for youth work and explore health connections. Data on the pilots would be circulated in September. There had been little progress on the pilot devolution scheme at Bridgwater. This was a very complex process and a policy framework needed to be in place for this to be achieved.

L.A. Ruff
Clerk
16.08.22

To: Council
From: Clerk
Subject: Accounts for Payment

The latest bank reconciliations for all accounts at 30th June and 31st July 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 June and July are detailed on the pages circulated and will appear as an annex to the minutes in the Minute Book.

L.A. Ruff
Clerk
16.08.22