

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



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)

1<sup>st</sup> December 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, 6<sup>th</sup> December 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 held on 15<sup>th</sup> November are attached at **Page 4**

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 15<sup>th</sup> November 2022 (attached) **Pages 5-11**
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. PRESENTATION FROM ALFRED GILLETT TRUST  
A presentation will be made by S. Cullen about the Museum Project at the Grange.
7. PRESENTATION FROM STREET AND GLASTONBURY CARERS SUPPORT GROUP  
A presentation will be made by M.Abdullah on the work of the Carers support group and in support of their Grant Application for 2022/23 and 2023/24 which Councillors will be asked to consider.
8. ESTIMATED EXPENDITURE AND PRECEPT FOR 2023/24  
To receive a report from the Clerk/RFO (attached) and agree a date for YMCA to present on their Grant Application for 2023/24. **Pages 12-14**
9. PLANNING COMMITTEE  
To note the minutes of the meeting on 15<sup>th</sup> November 2022 (attached) **Page 15**
10. YOUTH OUTREACH AND MENTAL HEALTH SERVICES MEETING  
To receive notes of the meeting held on 17 November 2022 and draft tender document for Youth Outreach (attached) **Pages 16-17**
11. COMMUNITY WELLBEING GROUP  
To receive notes of the meeting held on 21 November 2022 (attached) **Pages 18-19**
12. STREET EMERGENCY PLAN  
To receive a verbal report from Cllr P.Goater of the meeting held on 22 November 2022
13. LOCATION FOR NEW SPEED INDICATION DEVICES  
To receive a report from the Deputy Clerk (attached) **Page 20**
14. CLIMATE CHANGE  
To receive a verbal report from the Assistant Clerk of the meeting held on 5<sup>th</sup> December 2022
15. STREET FESTIVE MARKET  
To receive a verbal report from the Assistant Clerk.
16. REPORT FROM CHAIR
17. PARISH PATH LIAISON OFFICER - verbal report from Councillor Leyshon
18. CORRESPONDENCE/MINOR MATTERS (attached) **Page 21-22**
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 October payments attached for approval and initialing by Chair) and confidential detailed income and expenditure by account report at 30<sup>th</sup> November 2022 including budget variance – emailed to members only with bank reconciliations and earmarked reserves schedule. **Page 23 + 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.
  
  22. EXCLUSION OF PRESS AND PUBLIC  
In accordance with the Public Bodies (Admission to Meetings) Act 1960 amended by the Openness of Local Government Bodies Regulations 2014, it is probable that a resolution will be passed at the meeting to exclude the press and public for item no. 23 as it involves confidential staffing information.
  
  23. STAFFING COMMITTEE  
To receive the minutes of a meeting of the Staffing Committee held on 30<sup>th</sup> November (attached) **Pages 24 - 25**
- 

To: Chair and Members of Street Parish Council

## Public Question Time

The Chair read out a formal complaint that had been received from a resident regarding the way that Remembrance Sunday was conducted in Street. The resident felt that the new Memorial, created to make sure that it was all inclusive and no one was missed, was ignored, save for a token wreath laid by the Chair of the Parish Council. The formal wreath laying service took place at Merriman Park where wreaths were laid on a Memorial only respecting the fallen of WW1. The resident felt that problems encountered in the High Street previously could have been overcome with good organisation and a better sound system and it was not necessary to move the service to Merriman Park. The Chair advised that there will be a wash up meeting to review the event which is in the process of being arranged.

STREET PARISH COUNCIL

Meeting of the Council held in Room 6, Crispin Community Centre on 15<sup>th</sup> November 2022 at 7pm

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

IN ATTENDANCE: Deputy Clerk: Z. Leach  
Assistant Clerk: D. Price  
County and District Councillor: L.Leyshon  
PCSO B. Jackson  
J.Joseph – Avalon Agro Ecological Project

APOLOGIES Councillors: P.Birch, J. Howard, and B. Reina – another engagement - reasons accepted.

128. MINUTES

The minutes of the Council Meeting held on 15th November 2022 which had been circulated were approved as a correct record and signed by the Chair.

129. MATTERS ARISING

Strode College Sports Centre Grant Application - The Deputy Clerk reported that the Sports Centre Manager is meeting with SASP to discuss possible funding for the holiday activity bursary for students on free school meals.

RESOLVED

that the Council will consider the grant application from Strode Sports Centre at a future Council meeting once the Sports Centre Manager has had the opportunity to meet with SASP and feedback the outcome of this meeting.

130. DECLARATIONS OF INTEREST AND DISPENSATIONS

In accordance with the Code of Conduct Councillors Carswell, 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.

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

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 Sparkes declared an other interest under Appendix B in any matters relating to the Victoria Club as he is a Trustee.

131. COMMUNITY POLICE OFFICER

PCSO B. Jackson was in attendance and advised of a recent sexual assault which took place in broad daylight. The assailant is still at large so advised all of the need to be vigilant.

Councillors Shearer and Napper had attended an extraordinary meeting in Glastonbury which focussed on crime in Glastonbury Town Centre. They heard from the new Inspector for Street and Glastonbury who set out the actions being taken and challenges being faced.

Questions for PC Pople should be forwarded to him by the usual means of contact.

RESOLVED

that the new Inspector for Street and Glastonbury will be invited to present to Street Parish Council at a future Council meeting with a focus on Street.

132. PRESENTATION ON AVALON AGRO ECOLOGICAL PROJECT

The Council received a presentation from J. Joseph on the work of Avalon Agro Ecological Project. This is a pilot project bringing together farmers/growers, conservation bodies and 5 Parish Councils, of which Street is one, to enable agroecological transition to products that will create a sustainable future for farming and food. Before enablement can take place there is a need to engage and educate. The Parish Council is being asked to promote farmer engagement and public participation.

133. PRESENTATION ON LGBT+ ISSUES IN EDUCATION

Councillor Reina was not present. The presentation will be deferred to a future Council meeting.

134. PLANNING COMMITTEE

The minutes of the Planning Committee meeting of 18<sup>th</sup> October 2022 were circulated with the agenda.

RESOLVED

that the report be noted.

135. POLICY AND FINANCE COMMITTEE

The minutes of the Policy and Finance Committee meeting of 1<sup>st</sup> November were circulated with the agenda and appear as Annex A to the minutes in the Minute Book.

Councillors discussed the Estimates and recommended Precept for 2023/24.

A few Councillors raised concerns about increasing the Precept in the current economic climate, where many families are experiencing severe financial struggles. The Precept was previously raised by 23% in 2022/23 and a further 12% rise this year would be a significant rise over two years.

A councillor commented that any increase in Precept should come with a clear rationale as to why it is being increased and how the additional monies will be spent.

Councillors Shearer and Leyshon commented that the County Council is looking at a series of mitigations (hardship grants) to help support families and a financial statement will be released later in the month.

A Councillor commented that 'Christmas Party' is listed under 'Events' at item 6 of the Estimates for 2023/24 - this is not accurate as individual Members and Officers pay for themselves.

RESOLVED

- A. that a grant of £20,000 be awarded to Greenbank Pool in 2023/24 with the following condition -

Future Developments – the Trustees of the CIO to support the formation of a Friends of Greenbank Pool with an agreed resident as Chair, offering a voice for the users of the Pool, to encourage more volunteering and to develop fundraising opportunities. The Trustees to work with the Council and the Friends on sustainability plans for 2023 onwards.

- B. that an additional £10,000 be ringfenced and the Pool Trust be invited to make a presentation on how it could use this funding to subsidise people living in Street on lower incomes and how evidence would be provided that this had been delivered and/or, on a project for Street residents such as free swimming lessons for under 10s or adults
- C. that the Pool Trust be informed that the Council was prepared to look at any sustainable projects which it might wish to put forward.
- D. that a grant of £300 be made to the Dorset and Somerset Air Ambulance from monies unspent from the chair's allowance 2021/22 and 2022/23.

- E. That approval of the report and the Estimates for 2023/24 and Precept on Somerset Council for 2023/24 in the sum of £650,000 – an increase of 12% of £18.45 (£1.54 a month) on a Band D property (council tax base to be confirmed in mid-December and figures revised accordingly) – additional £12,000 to be added to the Contingency Fund to total £42,000 - be deferred for decision at the Full Council meeting on 6<sup>th</sup> December. The Clerk will be asked to provide information on how the additional monies raised from the increase in Precept in 2022/23 have been spent and how monies raised from any planned uplift in 2023/24 would be spent.
- F. that the word ‘Party’ is removed from the Events listed at item 6 on the Estimates 2023/24.
- G. that all recommendations be agreed with the exception of the setting of the Precept, see resolution E above.

136. CULTURE WORKING GROUP

The notes of the Culture Working Group meeting of 2<sup>nd</sup> November were circulated with the agenda.

RESOLVED

that the report be noted.

137. CLIMATE CHANGE

The notes of the Environmental and Climate Change meeting of 3<sup>rd</sup> November were circulated with the agenda.

RESOLVED

that the report be noted.

138. CHRISTMAS TASK AND FINISH GROUP

The Assistant Clerk gave a verbal report on the meeting of the 10<sup>th</sup> November. Festive Market Banners will be displayed at various locations. The Remembrance poppies and soldiers currently displayed on lamp posts throughout the High Street will be replaced with additional signage for the Festive Market which has all been produced in-house. Only 5 stalls remain available for the Festive Market.

Councillor Swift proposed that the Council sends a Christmas postcard to all primary schools for distribution to their pupils. The cards would include information to signpost families on where they can access various means of support. Councillor Swift has obtained a quote of 6 pence a postcard for 1500 copies. The Assistant Clerk shared two potential designs with the Council.



**RESOLVED**

A that the Officers arrange for the production of 1500 Christmas Postcards via a local printers, at a cost of 6 pence per copy, to be hand delivered to schools and nurseries for distribution to their pupils. Any remaining postcards to be made available in the community centre. A preferred design was agreed by the Council.

B that the Assistant Clerk will circulate a festive market stall rota to Councillors.

139 REPORT FROM CHAIR

The Chair, accompanied by Councillor Knickerbocker, attended the installation of The Right Reverend Dr Michael Beasley as The Bishop of Bath and Wells, at Wells Cathedral last week. It was a memorable occasion.

The Chair thanked the Councillors for their attendance at the Remembrance Parade and Service. The Community of Street came out in huge numbers to show their respects. It was an honour to have the attendance of General Sir Peter Wall, former head of the British Army, at the event. The Chair informed the Council that 914 Squadron (Glastonbury/Street) Air Cadets have offered to help support both Glastonbury and Street in the organisation of their events next year.

**RESOLVED**

that Officers seek permission to plant the Hazel Tree, gifted by the Bishop of Wells, in the flower bed next to the entrance to the Parish Rooms.

140. PARISH PATH LIAISON OFFICER

No report was made.

141 CORRESPONDENCE/MINOR MATTERS

The Clerk submitted a report which had been circulated.

The Deputy Clerk advised that the Library Trust had given permission for the refurbishing of the pavilions in the Library Gardens and the new murals. The Clerk is waiting to hear whether planning permission is required.

The Deputy Clerk reported that the County Council had received a large number of responses to the LCN consultation and that there was no clear winner in respect of the 3 options for the geographical areas and discussions are ongoing.

The Council discussed Woods Batch Subway - it is covered in offensive graffiti which cannot be removed. The Parsh Council agreed to take responsibility for the subway some years ago and the County Council have requested that it is cleaned up. The Chair

advised that part of Glastonbury's Art Grant through the Town Fund included a mural in Street and suggested that Woods Batch Subway may be a suitable place for this.

RESOLVED

- A that Councillors would not take forward the suggestions for a Councillor Community Fund.
- B that the Clerk will be asked to provide an update at the next meeting on the refurbishing of the pavilions in the Library Gardens and the new murals.
- C that Councillors Howiantz and Knickerbocker are appointed to serve on the Policy & Finance Committee
- D that Kim Von Coels is contacted to explore the possibility of a mural in the Woods Batch Subway

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

County and District Councillor Leyshon advised of traffic light renewals at the junction with Farm Road and the A39 bypass which should improve safety. The plans for the multi-user path have encountered difficulties due to the dropped curbs which will need to be changed for safety reasons. Councillor Leyshon will follow up with Mendip District Council. Somerset Council are under huge financial pressures. Tier 2 and 3 employees, whose jobs are under threat, have been notified. TUPE work has commenced.

District Councillor Napper raised concerns regarding the back up of traffic onto Brooks Road which at certain times of the day is horrendous.

County and District Councillor Shearer reported that she had undertaken a wonderful visit to Apple Tree Court and will share her monthly report on visits attended.

Councillor P. Goater reported that the Crispin Shopping Centre, including the Tesco building, has been sold. The footprint extends into the car park in Vestry Road. Plans are in the embryonic stage and further information will be provided in due course. The company that has purchased the site will present to the Council in the January Council meeting.

Councillor P.Goater will contact Councillors on the Emergency Plan Review Group to arrange a time to meet to formalise the Street Community Emergency Plan.

143. ACCOUNTS FOR PAYMENT

The latest bank reconciliations for all accounts at 31<sup>st</sup> October 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 October, 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 31<sup>st</sup> October 2022 be noted and the schedule of receipts and payments for October be attached as Annex B to the minutes in the Minute Book in order to publish payments of £500 or more.

144 MATTERS FOR REPORT

The Clerk has circulated via email the new parliamentary constituency boundaries proposals. The Closing date for comments is 5 December 2022.

RESOLVED

that delegated power be given to the Deputy Clerk in liaison with the Chair to respond to the proposals taking into account any comments received from Councillors.

145 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.

146 STAFFING COMMITTEE

The Chair of the Staffing Committee advised that an informal meeting had been held with the Deputy Clerk and Assistant Clerk as they had reached the end of their probation period. A formal meeting of the staffing committee would take place on the 30<sup>th</sup> November.

**RESOLVED**

that if Councillors wish to speak to Officers in depth on a matter they will telephone first to check on the Officer's availability and where necessary book an appointment.

The meeting ended at 7.50pm

---

Chair

To: Council  
 From: Clerk/RFO  
 Subject: **Estimated Expenditure and Precept for 2023/24**

On 15<sup>th</sup> November it was agreed to defer the decision on the Estimates and precept for 2023/24 to this meeting for information on how the additional monies raised from the increase in precept in 2022/23 have been spent and, how monies raised from any planned uplift in 2023/24 would be spent.

It was also agreed that the word 'Party' be removed from the Events listed on the Estimates for 2023/24. However, I would point out that the description – Christmas Events/Lights/Party refers to an allocation of £300 for the refreshments at the party to be held once again from 2023 at Brookside School for older people. **I would thus suggest that the description is not changed as this was one of the first events organised by the Council many years ago and is very popular.** It could not be held during the Pandemic.

### **ADDITIONAL FUNDING 2022/23**

I have circulated the Confidential budget report again attached to the email with the Council agenda and a paper copy is available on request. This gives details of actual expenditure and income in 2021/22, the budget set for 2022/23, estimated actual expenditure and income for 2022/23 and a budget for 2023/24 and 2024/25. I have also recirculated the proposed Estimates and Earmarked Reserves for 2023/24.

The precept in 2022/23 was raised from £471,500 to £580,000 mainly to have a new allocation of £100,000 for Council Reform – assets/services/staff. A press release was issued last year with the title – Street Parish Council Spend Your Money in Street. This explained that the precept would be raised by £28.49 a year or £2.37 a month on an average Band D property so that opportunities that the Unitary process will give for more to be done locally can be taken up and to ensure the future of facilities in Street. Street Parish Council will continue to use local contractors wherever possible. A link was given to find out more about the Unitary process.

The proposal submitted to the Policy and Finance Committee on 1<sup>st</sup> November was that the unspent £100,000 Council Reform allocation be earmarked under New Services (Unitary changes)/Community Support thereby increasing the sum held from £75,000 to £190,000. On 7<sup>th</sup> November the Council agreed to proceed with the works at the Library Garden. The murals etc. and metal grid will be funded through a Creative Mendip grant. The works to repair the pavilions, provide wooden seating etc. will total around £25,000 and grants have been requested from local businesses. **Assuming that most of this cost is met by the Council the earmarked sum would probably be around £165,000.**

As inflation causes the cost of everything to rise and bearing in mind the huge lack of funding for the new Somerset Council, this sum will I am sure prove extremely useful in the next year and beyond. It will not go far in real terms but in such difficult and changing times gives an opportunity for the Council to assist with local projects or issues as they arise. As always any unspent funds will be held for future uses.

## PROPOSED ADDITIONAL FUNDING 2023/24

As set out in the report to Policy and Finance Committee on 1<sup>st</sup> November, a precept of £638,000 would represent an increase of 10% and an estimated increase on an average Band D property of £15.29 a year or £1.27 a month. I have allowed for most allocations to increase by 10% but have kept control on spending by retaining the following significant allocations at their current level -

Council Reform	£100,000
Issues for Street	£ 55,000
Contingency Fund	£ 30,000
General Grants	£ 25,000

Thus, a precept of £638,000 would allow for probable general increases and enable the Council to carry on with its usual activities including running the Skate Park, Parish Rooms, Merriman Park etc., organising events through the year, dealing with minor highway issues, giving out grants. It could continue with seeking bids for mental health services for all ages and youth outreach work. It would also have a further £100,000 which could be used for any purpose agreed following careful consideration of the benefit to local people, risks, ongoing costs etc. If funding from this allocation was not spent in 2023/24 it could be added to the earmarked sum. A lot of issues could arise for consideration including improvement/future operation of Street Cemetery, around 12 parks and play areas, public toilets in the South Side car park. Good progress is being made on considerations with interested parties on the best way to provide much needed assistance for vulnerable people with mental health services and youth outreach work.

The recommendation from the Committee was to raise the precept to £650,000 which would add an extra £12,000 to the Contingency Fund to bring this up to £42,000. This would represent an increase of 12% and an estimated increase on a Band D of £18.45 a year or £1.54 a month i.e. £0.27 extra than a 10% rise.

Street has the second largest population in Mendip after Frome at around 14,000, has well over £2 million visitors a year to Clarks Village and has no other form of income other than a few thousand pounds from interest and library fees. Other councils including Glastonbury and Wells have an income of over £100,000 to £200,000 a year from properties or car park which they own.

The Council and others with an interest in Street are involved in a wide range of new activities such as redevelopment of the former Tesco site, the ice rink and development of The Grange to provide a high class museum and wedding venue, refurbishing the rest of the Library Garden frequented by a wide range of people as a central community space, substantial new housing, expansion of Street Business Park. Strode College, Millfield and others are increasing their activities and Clarks International is now doing well. Strode Theatre, Greenbank Pool, the Parish Rooms and Library, the Crispin Hall and Community Centre and many other facilities are fully open again following the Pandemic and are operating well.

From 2024/25 the first loan taken out when the Parish Rooms were initially renovated will have been paid and there will be an additional £22,222 available. This together with the allocations and earmarked reserves detailed above will put the Council in a reasonable position to tackle some issues as they occur and show that it has planned for the future without the need to suddenly increase the precept by a very large amount. The ready availability of funds will allow for a quicker response when necessary and the Council can continue to apply for grants and planning gain funds to supplement it's funds and enable more to be achieved.

L.A. Ruff  
Clerk/RFO  
06.12.22

STREET PARISH COUNCIL

Meeting of the Planning Committee held in Room 6 of the Community Centre, Leigh Road, Street, on 15th November 2022 at 6:30pm.

**PRESENT:**                      **Councillor: P Goater (Chair)**  
**Councillors:** N. Howiantz, T. Napper and L. Wolfers

**IN ATTENDANCE:**            Assistant Clerk D. Price

**APOLOGIES:**                **Councillor P. Birch**

17. MINUTES

The minutes of the meeting held on 18th October 2022 were approved as a correct record and signed by the Chair.

18. DECLARATIONS OF INTEREST AND DISPENSATIONS

None received.

19. PLANNING APPLICATIONS

The Assistant Clerk submitted a report which had been circulated.

RESOLVED

2022/2158/HSE - Proposed two storey side and single storey rear extension. Extension of existing drop kerb. 57 Brooks Road Street Somerset BA16 0PP. Approved.

2022/2143/HSE - Erection of a side extension. 8 Eglinton Road Street Somerset BA16 0RJ. Approved

2022/2154/FUL - Change of use of land from agricultural to a dog walking field. Land At 349704 137008 Street Drove Street Somerset. Objected due to ecological concerns relating to material consideration 7.

2022/1955/FUL - Create highway access through hedgerow for field access and driveway to serve existing dwelling. Approved after analysing the updated drawing which was submitted.

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

The meeting ended at 6:48 pm.

**NOTES OF YOUTH OUTREACH AND MENTAL HEALTH SERVICES MEETING**

An initial meeting was held on 17<sup>th</sup> November 2022 at 2.30 p.m. in the Crispin Hall.

PRESENT: Councillors: L. Wolfers (Chair) and S. Carswell, D. Goater and P. Goater  
L. Ruff (Parish Clerk) and Z. Leach (Deputy Clerk)  
M. Hill (Head of Tor School)  
L. Charles (Pastoral Support Manager and Deputy Designated Safeguarding Lead)  
T. Schottlander (Director of Student Services and DSL Strode College)  
S. Tucker (Security Manager, Millfield School)  
P.C. M. Pople (Street Beat Team)

APOLOGIES: Councillor H. Shearer and County and District Councillor L. Leyshon

Information on mental health services currently available in the area and a draft tender document drawn up by Councillors D. Goater and Shearer in liaison with Jeff Brown, Service Manager Stronger Communities Public Health Somerset County Council were circulated at the meeting. Representatives could submit comments on these prior to the next meeting.

**CRISPIN SCHOOL**

L. Charles explained that the current level of need for all support services at each level has sharply increased over the past year. The School was looking for organisations and ways of improving the situation and it was hoped that things would start to become better. Some young people were being signposted to organisations such as the Family Counselling Trust to assist in filling the gap in support services. A Well Being Hub had also been created with computers, seating and a 'chill out' room and this was having a good impact on those suffering from anxiety. It was noted that TOPAZ was an online reporting system where people could report possible exploitation for the Police to investigate.

**STRODE COLLEGE**

T. Schottlander outlined the problems being experienced by students and parents and was concerned about the prevalence of different kinds of drugs in the community and the impact this was having. The College did not have a Parent Family Support Adviser and was not eligible for a nurse. There was a Well Being Team who offered a safe space. It was noted that all schools had a number of pupils who had not returned to school fully since the Pandemic and that they were also dealing with the complex needs of Special Educational Needs and Disability - SEND pupils.

**TOR SCHOOL**

M. Hill explained that this was a small mainstream school taking pupils excluded from other schools across Mendip. There were only 4 Pupil Referral Units in Somerset and there was a lack of support for these schools. He felt that there was a systematic problem with the level of support for those in need through education, health and social care. Young people often suffered from anxiety and depression and lacked hope and ambition.



## **MILLFIELD SCHOOL**

S. Tucker explained that the situation at Millfield was very different as there was provision for support for the pupils who needed it. There were issues with the fact that pupils often came from away. There had been recent issues relating to a particular retail outlet selling alcohol to under age young people. A university project trial was suggested using their expertise to look at a tiered response to keep young people well and teach them what to do if they felt anxious. It was generally felt that CAMHS (Child and Adolescent Mental Health Services) needed to have much more capacity including for early intervention in regard to young people, parents and carers. It was acknowledged that the Foodbank was very important in supporting vulnerable people. It was noted that bullying was also an issue at all schools.

## **ACTIONS**

1. Councillor Carswell would report back to the County Council on the issues raised and look at the alleged sale of alcohol to under age young people at the retail outlet discussed and consider the need to review their licence with the Police and other agencies
2. that arrangements be made for T. Schottlander to speak to County Councillors Munt and Shearer regarding problems at the College to see how the County Council could assist
3. that consideration should continue on the following with the Tor School, Crispin School and/or the College possibly being used as a base for the proposed outreach work -
  - how to get support for those with mental health difficulties – including Escapeline, a charity committed to prevention of child exploitation in the South West and Barnardos
  - how to raise the aspirations of young people - younger ‘cool’ mentors who had experienced similar difficulties with drugs etc. would be extremely effective
    - the NHS 5 Ways to Well Being was noted
    - engagement needed to be in the places that young people congregated such as the Library Garden and MacDonaldis and through social media platforms and it would take time to build up a relationship with them
4. that the next meeting be held from 2.30 p.m. on Wednesday 7<sup>th</sup> December at Strode College, representatives from organisations linked with Crispin School and from the YMCA Foyer be invited to attend and, T. Schottlander to report back on best practice and how the Community Kitchen might assist with the project.

The meeting ended at 4 p.m.

NOTES OF COMMUNITY WELL BEING WORKING GROUP HELD ON 21<sup>ST</sup> NOVEMBER, 2022

The meeting started at 6 p.m. in the Gravenchon Room, Parish Rooms.

PRESENT: Councillors: S. Carswell, D. Goater, P. Goater, B. Knickerbocker  
and L. Wolfers

L. Ruff – Parish Clerk

APOLOGIES: Councillors: N. Kellett, A. Leafe and H. Shearer

1. ELECTION OF CHAIR

AGREED

that Councillor Knickerbocker be elected as Chair of the Group for the year.

2. ELECTION OF VICE CHAIR

AGREED

that Councillor Carswell be elected as Vice Chair of the Group for the year.

3. LEIGH ROAD METHODIST CHURCH

Consideration was given to a letter received from the Circuit Treasurer concerning the future use and sustainability of the church and hall.

AGREED

A. that the Chair would find out more about the building including whether it had full access and then a response be sent suggesting that the Church should take photos and modernise the room booking system and then advertise the rooms and facilities available more widely

B. that the Council would publicise rooms and facilities available in Street on the website giving the name of each organisation in alphabetical order and contact details only.

4. REMIT OF WORKING GROUP

RECOMMENDATION

that the remit of the Group should be to pull together and support all aspects of community provision and advertise appropriately – task and finish groups to be set up as necessary and the Assistant Clerk to be responsible for the Group.

## 5. DISCOVER YOUR COMMUNITY EVENT

### RECOMMENDATION

- that a Discover Your Community event be held in the Crispin Hall on a Saturday in February 2023 from 11 a.m. to 3 p.m. and community support organisations be invited have a table to publicise their activities such as the Mens Shed, a Dementia Group, SPARK, SASP, Heart Foundation, nursery groups
- the event to be admin light with Councillors D. Goater, Knickerbocker and Wolfers being the points of contact through phone or email, electronic sign up through Eventbrite, councillors to be at the event and to set up and break down, Community Centre to sell refreshments
- a list of community support organisations and activities to be printed to hand out and people be encouraged to sign up for the Council's newsletter
- template for an admin light event to be used for other events, an events diary for the local area to be added to the website and a community page when workload allowed
- that an activities and sports event be arranged in the future possibly at Strode College with the guides, scouts, sports clubs, Parkrun etc. being invited to take part.

## 6. DATE OF NEXT MEETING

### AGREED

that the next meeting be held at 10 a.m. on 12<sup>th</sup> December in the Parish Rooms.

The meeting ended at 6.50 p.m.

To: Council  
From: Deputy Clerk  
Subject: Location for new Speed Indication Devices (SIDs)

The Clerk and Deputy Clerk looked at locations with SLH Services who site the devices and the proposed sites are as follows:

**Vestry Road:**

On a new higher pole to replace the old rusty pole near to the Shoemaster Building.

**Somerton Road:**

on the existing hump sign opposite Tor View Court.

**The Mead:**

On the 20mph repeater sign opposite Number 26.

**Grange Avenue:**

To move the bracket on an existing sign to the top of the pole, subject to the power supply not being compromised, halfway up the hill on the opposite side to the underpass.

**High Street**

It is a long length of road and no existing traffic sign posts that could be used. Placing a SID in the High Street could send a message that it is common practice for cars to speed through the High Street and almost have the reverse impact and encourage speeding. We should also consider how the aesthetic of the High Street could be impacted with the placement of a SID.

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

**1. Library Garden Project**

To receive a verbal update from the Clerk.

**2. Defibrillator**

Councillors are asked to consider the purchase of a Defibrillator to be annexed to the side of the Library building.

**3. Allotment Society Notice.**

The allotment society are arranging for the removal of organic waste from Strode Road allotments and will be displaying a notice to prevent entry by motorised vehicles during the months of October – March.

**4. Glastonbury Skip hire**

Glastonbury Skip hire have requested advertising on the roundabout space next to Sweet's Garden Centre. They have proposed getting some miniature skips made, to use as planters with bright, colourful seasonal plants. They would be using their own recycled soil and compost mix, as well as supporting mall local garden centres to assist with the design. The planters will be 1 Cubic Yard and will also include their logo. Councillors are asked to advise what will be appropriate in such a prominent position.

**5. Woods Batch Subway – Artwork**

The Deputy Clerk has contacted Kim Von Coels who would be happy to organise artwork for Woods Batch Subway. She would like clarification about style and subject matter before trying to match the location with a suitable artist. Councillors are asked to consider.

**6. Admission Arrangement Consultation for Brookside Academy**

Brookside Academy Admissions Committee wish to alter the admission arrangements applying to Brookside Academy for the 2024/25 academic year. A statutory admissions consultation commenced on 25<sup>th</sup> November and will end at **4pm on 6<sup>th</sup> January 2023**. You are invited to view the proposed 2024/25 Admission arrangements on the school website [Brookside-Academy-2024-25-Admission-Arrangements.pdf \(brooksideacademy.co.uk\)](https://brooksideacademy.co.uk/Brookside-Academy-2024-25-Admission-Arrangements.pdf) and to submit any comments **during the consultation period** to [office@brooksideacademy.co.uk](mailto:office@brooksideacademy.co.uk)

**7. Local Government Reorganisation Update.**

Report of recent meeting from the Deputy Clerk for information:

**Notes of LGR Update meeting on Wednesday 23 November 10.30am**

**Local Government Reorganisation. Programme update:**

The programme remains on Amber due to resourcing pressures in certain parts of the programme. They know where the challenge is and have everything in place. They are confident that the programme is on track.

Consultation has begun on the tier 2 and tier 3 restructure of the new authority and of the senior management team.

An LGA peer review will be conducted at the beginning of December (which will include Members from London Borough, Kent, Cornwall and North Northamptonshire Unitary Councils). They will be on site for 2 days and their findings will be reported to the Executive in January together with an action plan. The peer review will be a prelude to a full corporation review in 1-2 years time.

### **Service Alignment and Standards.**

Creating an aligned model to deliver services going forward which has been broken down into phases.

The first phase is putting the four district council services together and ensuring that all systems are safe and legally functioning for Vesting Day. They are looking at standards of service for both residents and customers and how they align, from 1 April, from a customer perspective and equality of service. A service standard draft is ready which will be promoted in the New Year. There are some variations i.e. street scene and ground care - it will be made clear where services will be kept varied in the short term and there will be processes where services are not aligned. During the transformational stage they will seek engagement and help in identifying where they can start bringing things together i.e. street scene and ground care post vesting day.

On a practical level we should not notice much difference and should be able to contact the same people. An up to date contact list will be produced and this information will start coming out in the New Year. LCN boundaries will not impact service delivery. The link with LCNs will come later.

**Variations in Charges** - trying to get as much aligned as possible for equity. There will be a public document out in January for scrutiny identifying the process they are currently going through. There will be some variances in charges i.e. in parking. These will be noted. Communication and advice for Members as they decide how they want to take it forward.

### **Local Community Networks (LCNs):**

A paper on the results of the consultation went to the November executive which identified the theme of the responses expressed and how they are working towards delivering them. They are keen to take into account everything given in feedback and will come up with a draft new model of LCNs which will be displayed in the January executive paper.

## **8. Street Cemetery and Commonwealth War Graves Sign**

The Commonwealth War Graves Commission would like to provide a sign at the Cemetery entrance to indicate that there are 6 war graves there. This will be funded and maintained by the Commission. Mendip District Council would need to agree to this as it is responsible for the Cemetery.

Councillor Swift wishes to speak on this item. She has found the war graves and has taken photos of the damaged front entrance.

To: Council  
From: Clerk  
Subject: Accounts for Payment

The latest bank reconciliations for all accounts at 30<sup>th</sup> November 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 November are detailed on the pages circulated and will appear as an annex to the minutes in the Minute Book.

L.A. Ruff  
Clerk/RFO  
6.12.22

## STREET PARISH COUNCIL

Meeting of the Staffing Committee held on 30<sup>th</sup> November, 2022 at 2 p.m.

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

## 5. MINUTES

The minutes of the meeting held on 27<sup>th</sup> May, 2022, copies of which had been circulated, were approved as a correct record and signed by the Chair. It was not necessary to exclude the public and press for the next 2 items as none were present.

## 6. NEW STAFF

The Clerk submitted a confidential report which had been circulated. She gave Councillor Wolfers, Chair of Council a letter stating that she would be retiring on 1<sup>st</sup> May 2023.

## RESOLVED

that the retirement of the Clerk on 1<sup>st</sup> May 2023 and the details contained in her letter regarding using up annual leave in April and her last working day being 31<sup>st</sup> March be agreed.

## RESOLVED TO RECOMMEND

A. that the Assistant Clerk – Community Engagement be moved up 1 spinal column point to SCP 23 from 6<sup>th</sup> December, 2022 – a satisfactory performance review having been agreed

B. that the Deputy Clerk/RFO be moved up 1 spinal column point to SCP 32 from 1<sup>st</sup> April 2023 – a satisfactory performance review having been agreed

C. that the position of Clerk/RFO be advertised externally at SCP 36 £42,503 on Indeed and with the County and District Councils, SALC and SLCC and the advert, job description, person specification and general requirements be as circulated and agreed at the meeting – advert published on 7<sup>th</sup> December, 2022, applications to be returned by 12 noon on 4<sup>th</sup> January 2023 and interviews on 12<sup>th</sup> January 2023



D. that as necessary depending on the appointment of the Clerk/RFO, the position of Deputy Clerk/RFO be advertised on 13<sup>th</sup> January, 2023 with applications returned by 12 noon on 6<sup>th</sup> February and interviews on 9<sup>th</sup> February 2023

E. that as necessary depending on other appointments, the position of an officer for media, communications and community be advertised on 10<sup>th</sup> February 2023 with applications returned by 12 noon on 6<sup>th</sup> March and interviews on 9<sup>th</sup> March 2023

F. that the Interview Panel for the Clerk/RFO be Councillors Shearer and Wolfers assisted by the current Clerk/RFO L. Ruff with Councillors P. Goater and Howiantz as reserves – formal interview and presentation

G. that the Interview Panel for the Deputy Clerk/RFO and third position be as in F. above except for the new Clerk/RFO to be assisting rather than L. Ruff – formal interview with presentation for the Deputy Clerk/RFO post and formal interview and a test for the third post

H. that the appointments and all details relating to them be delegated to the Interview Panel, with reference to South West Councils as necessary – the Chair of the Committee Councillor Sparkes to consult with the Deputy Clerk and Assistant Clerk on the job description for the Deputy Clerk/RFO and third post if and when necessary.

#### 4. SICKNESS ABSENCE

The Clerk submitted a confidential report which had been circulated.

RESOLVED

that the report be noted.

The meeting ended at 3.07 p.m.