



Mrs L. A. Ruff
Clerk of the Council
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16th February 2023

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, 21st February 2023** 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. There was no Public Question Time on 17th January.

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 17th January 2023 (attached) **Pages 4 - 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 ON STREET CHAMBER OF COMMERCE
Representatives of the Chamber of Commerce to speak on current proposals.
7. PLANNING COMMITTEE
To note the minutes of the meeting on 17th January 2023 (attached) **Pages 12 - 13**
8. 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 possible that a resolution will be passed at the meeting to exclude the press and public for item no. 9 as it involves confidential staffing information.
9. STAFFING COMMITTEE
To receive the minutes of the meeting on 7th February 2023 (attached) **Pages 14 - 15**
10. POLICY AND FINANCE COMMITTEE REPORTS
The meeting scheduled for 7th February was cancelled and it was agreed to consider reports including: Annual Investment Strategy to reflect on investment of the precept; Bi-Annual Review of Risk Assessment (attached separately for members); grant applications listed below (attached separately for members); and the following policies listed below (attached separately for members) at this meeting. **Pages 16 - 19**

Grant Applications

Victoria Club Football Team
Taking the Space Theatre
Victoria Field & Social Club

Policies to Review

- | | |
|---------------------------------|----------------------------|
| - Hiring of Parish Rooms | - Code of Practice Busking |
| - Equal Opportunities | - Social Media |
| - Community Engagement Strategy | - Grants |
| - New Projects Process | - Live Broadcasting Policy |
| - Protocol for Remote Meetings | - Child Protection Policy |

12. STREET COMMUNITY LIBRARY PARTNERSHIP
To receive notes of the meeting on 18th January 2023 (attached) **Pages 20 - 24**
13. COMMUNITY WELLBEING GROUP
To receive notes of the meeting on 6th February 2023 (attached) **Pages 25 - 26**
14. SUSTAINABLE STREET WORKING GROUP
To receive notes of the meeting on 6th February 2023 (attached) **Pages 27 - 30**

15. YOUTH OUTREACH AND MENTAL HEALTH WORKING GROUP
To receive notes of the meeting on 8th February 2023 (attached) **Pages 31 - 33**
 16. CULTURE WORKING GROUP
To receive notes of the meeting on 8th February 2023 (attached) **Pages 34 - 35**
 17. STREET HEATH
To receive a report from the Clerk (attached) **Page 36**
 18. REPORT FROM CHAIR
 19. PARISH PATH LIAISON OFFICER - verbal report from Councillor Leyshon
 20. CORRESPONDENCE/MINOR MATTERS (attached) **Page 37 - 38**
 21. 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.
 22. ACCOUNTS FOR PAYMENT (schedule of January payments attached for approval and initialing by Chair) and confidential detailed income and expenditure by account report at 31st January 2023 including budget variance – emailed to members only with bank reconciliations and earmarked reserves schedule. **Page 39 + Confidential attachment for members only**
 23. 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

STREET PARISH COUNCIL

Meeting of the Council held in Room 6, Crispin Community Centre on
17th January 2023 at 7pm

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

IN ATTENDANCE: Clerk: L. Ruff
Deputy Clerk: Z. Leach
County and District Councillor: L. Leyshon

APOLOGIES Councillors: D. Goater – another engagement – reason
accepted.
PC Pople

169. MINUTES

The minutes of the Council Meeting held on 6th December 2022 which had been circulated were approved as a correct record and signed by the Chair.

170. MATTERS ARISING

Discussion took place on the outline planning application at Somerton Road. This application had been considered previously at a public meeting and objections were raised by the Parish Council on behalf of the residents of Street. The application has subsequently been on hold pending the resolution of a phosphates issue. The Parish Council received Planning Board Notification late last week that the application was to be considered by the Planning Board at its meeting on 18th January. The notification did not arrive in time to be included on this evening's Parish Council Planning agenda and for any further comments to be submitted. A Councillor commented that he had checked the planning portal and could confirm that the 32 objections raised previously were still showing and that the planning number is still the same. There had been no material changes to the application. Cllr Leafe advised that he has been granted permission to speak at the Mendip planning meeting tomorrow evening.

RESOLVED

- A. that the Clerk on behalf of the Council will request that the Somerton Road Development item on Mendip District Council's planning meeting agenda for tomorrow evening is deferred to allow residents the opportunity to further comment.

- B. Councillor Shearer will enquire at Mendip District Council why the Parish Council was informed so late of the Somerton Road Development item.

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

Councillor Wolfers declared an other interest in any matters relating to Street and Glastonbury Chamber of Commerce as she is a Member

Councillor P. Goater declared an other interest under Appendix B in any matters relating to the Victoria Club as he is Chair.

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

172 COMMUNITY POLICE OFFICER

PC Pople was not present.

DCRO advised the next 'Meet the team' will be held at 7pm on 22 March 2023, Street Foyer (YMCA). The priorities are:

1. Gate/entrance to the Cemetery at the "Batch" to be restored.
2. Continue with the Support for young people initiative
3. Speeding vehicles in the high street of Street.

173. PRESENTATION ON CRISPIN CENTRE

Deferred as not present.

174. PRESENTATION FROM MENDIP CITIZENS ADVICE BUREAUON

Deferred as not present.

175. PLANNING COMMITTEE

The minutes of the Planning Committee meeting of 6th December 2022 were circulated with the agenda.

RESOLVED

that the minutes of the meeting were noted.

176. COMMUNITY WELLBEING GROUP

The notes of the meetings on 12th December and 9th January 2023 were circulated with the agenda.

RESOLVED

- A. that the reports be noted – the date of the planned Discover your Community Event should read as the year 2023 and not 2022.
- B. that the Assistant Clerk be asked to invite the Merriman Park group to the Discover your Community Event.
- C. that Councillor Shearer forward contact details for the Mendip Health and Wellbeing Board to the Assistant Clerk to invite to the Discover your Community Event.

177. CULTURE WORKING GROUP

The notes of the Culture working group meeting of 13th December 2022 and 10th January 2023 were circulated with the agenda.

The Culture working group proposed banners to mark Pride would be a valuable addition to the calendar. DCRO shared the designs for the proposed Universal Progress Pride banners. The organisation 2BU had been consulted to ensure that the design was accurate and current.

Discussion followed on the programme of banners and whether banners should be displayed in the High Street at the beginning of the year. The Clerk advised that the cost of taking up and bringing down the banners is approximately £500 which includes storage.

The Clerk commented that the silhouette banners may need replacing as they are the original ones and are now quite old.

Discussion followed on events to mark the Coronation of King Charles II and whether the Parish Council wished to close the High Street for a block party style event. The

Victoria Club are considering putting on an event over the Coronation weekend, open to non-members and Merriman Park Group are also considering a community picnic. Councillors noted that an event at the Victoria Club could help encourage people to become members which would help the club in the long term.

Street Parish Council considered a road closure application for a King's Coronation street party at Beech Road on 7th May.

RESOLVED

- A. that the reports be noted.
- B. that banners are put up in the High Street as follows:
 - Asap until mid-May: Silhouette banners, or if they require updating, the Strode College designed banners
 - Mid-April until end May Union Jack banners to mark the King Charles II's Coronation.
 - June: Progress Pride Banners to mark Pride month
 - July to October Strode College designed banners.
- C. that bright colours are requested from Sweet Acre Nursery for the baskets in the High Street.
- D. that the Parish Council will support local organisations in their Coronation events and will not look to close the High Street for a block party style event.
- E. that the Parish Council supports the Beech Road, Coronation street party road closure application
- F. that the Parish Council publicises free road closure applications for street party celebrations of King Charles II's Coronation.

178. STREET CEMETERY

Notes of an informal meeting on 5th January to discuss Street Cemetery and applying for a Community Fund Grant to cover costs of the repairs to the Lych Gate and roof tiles on the Chapel of Rest had been circulated with the agenda.

RESOLVED

- A that the report be noted.
- B that the Council approve the submission to Mendip District Council of the Community Fund Grant Application for £926 for repairs to the Lych Gate and Roof tiles on the Chapel of Rest at Street Cemetery.
- C that if the Community Fund Grant Application is unsuccessful the Parish Council will cover the cost of the repairs to the Lych Gate and roof tiles on the Chapel of Rest up to the value of £926.

179 ENVIRONMENT AND CLIMATE EMERGENCY WORKING GROUP

The notes of the Environment and Climate Emergency working group meeting of 9th January 2023 were circulated with the agenda.

RESOLVED

That the report be noted.

180. HIGHWAYS

The notes of the Highways working group meeting of 10th January 2023 were circulated with the agenda. The Highways Working Group had received requests for double yellow lines at the Stonehill and Princes Road junction and the Poplar Road and Goss Drive junction. Both sites were visited by a Councillor and they fed back their observations to the Council.

RESOLVED

- A. that the request for double yellow lines at the Stonehill/Princes Road junction (extending onto Princes Road) are added to the Priorities List for Highways.
- B That the Council did not support the request for double yellow lines at the Poplar Road/Goss Drive junction.

181. YOUTH OUTREACH AND MENTAL HEALTH SERVICES

A discussion took place on attendance at meetings of key people/organisations and how this could be improved.

The tender for youth outreach has been advertised with a deadline of 6 March.

Councillors noted the importance of evaluation of tenders and ensuring that the key performance indicators are correct.

Councillor Leyshon commented that statistics for Somerset Schools around outcomes and exclusions is a cause for concern and work is underway on a new strategy plan. A Councillor commented that early intervention is crucial.

The Council needs to carefully consider where it directs support for Mental Health given it covers such a wide subject.

RESOLVED

- A that the report be noted.
- B that Councillors will meet on Thursday 9 March at 6pm in the Parish Rooms to score the Tenders received for Youth Outreach.
- C to consider future online meetings of the Youth Outreach and Mental Health Services group to help improve attendance.

182. REPORT FROM CHAIR

The Chair had circulated prior to the meeting an information sharing document on London's Community Kitchen (LCK) and Strode College. It was noted that Strode College are at the start of their journey with LCK and the scheme is in its initial stages.

RESOLVED

That Street Parish Council would like to be associated with the scheme between the College and London's Community Kitchen and will wait for the College to report back on how this might be achieved.

183. PARISH PATH LIAISON OFFICER

Councillor Leyshon advised that there are a few issues with rights of way in the Strode Road area - these have been posted on the rights of way map as issues.

Discussion took place on employing a Parish Lengthsman to help clear footpaths and undertake odd jobs; the Highways Working Group are already addressing this and looking at ways to promote the opportunity. It was commented that Walton Parish Council were also looking at employing a Lengthsman.

RESOLVED

That officers will investigate the possibility of linking up with Walton Parish Council to employ a Parish Lengthsman

184. CORRESPONDENCE/MINOR MATTERS

The Deputy Clerk submitted a report which had been circulated.

RESOLVED

A that the report be agreed.

B that the Community Grants Group will become the Youth Outreach and Mental Health Services working Group and the following Councillors have been appointed to it:

Councillors Birch, Carswell, D. Goater, P.Goater, Leafe, Napper, Shearer, Wolfers and County Councillor Leyshon.

C that the Council grants permission to the Allotment Association to remove the stile at Strode Road Allotments.

D that Councillor Swift is appointed to the Community Wellbeing Group and Highways Working Group.

E that Councill Sparkes is removed from the Highways Working Group.

- F that former Councillors Claire Axten and Stuart Dowden are removed as authorised signatories to the NatWest Bank accounts and Councillor Sparkes is added as an authorised signatory.
- G that the Parish Council memorial trees be planted at the following locations at Merriman Park:
- Pencil Oak tree in recognition of the platinum jubilee and passing of Queen Elizabeth II be planted at location number 37.
 - The memorial tree in recognition of the victims of Covid 19 be planted at number 47.
- H that Officers explore what Brookside School’s plans are for its 50th birthday celebrations – to be taken to the Culture Working Group for consideration.

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

County and District Councillor Carswell advised that the Merriman Park Fun Day will take place on the first Saturday in September and Councillor assistance on the day would be appreciated.

The Merriman Park Group AGM will take place on 28th February at 7pm in the Crispin Community Centre.

County and District Councillor Leyshon advised that tier 2 appointments to the Somerset Council have been completed, tier 3 appointments are now due to start. The budget for the first year of unitary will go to executive and then out for consultation.

County and District Councillor Shearer advised of the Proud to Care campaign aimed at raising the profile of caring as a career – there are 162,000 vacancies in social care in the Country.

RESOLVED:

Cllr P.Goater to contact the Environmental Health Officer at Mendip and advise of Street Parish Council’s emergency responses contact details.

186. ACCOUNTS FOR PAYMENT

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

187 MATTERS FOR REPORT

The Clerk advised that works to the library gardens are due to start mid–end February and will take approximately four weeks to be completed. It is hoped that the artist will be able to start the mural work before the builders are finished.

188 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.

189 STAFFING COMMITTEE

The Chair of the Staffing Committee advised that three candidates had been shortlisted for interview for the Clerk vacancy. Two candidates were interviewed as one candidate withdraw from the process. The Staffing Committee did not consider that either candidate was suitable for the role. The vacancy will be readvertised in a month's time.

The meeting ended at 8.45pm

STREET PARISH COUNCIL

Meeting of the Planning Committee held in Room 6 of the Community Centre, Leigh Road, Street, on 17th January 2023 at 6:00pm.

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

IN ATTENDANCE: Assistant Clerk D. Price
Councillors: B. Knickerbocker and B. Reina

23. MINUTES

The minutes of the meeting held on 15th November 2022 were approved as a correct record and signed by the Chair.

24. DECLARATIONS OF INTEREST AND DISPENSATIONS

Councillor T. Napper declared an interest in 2022/2440/FUL due to a previous involvement in the sale of the property.

Councillor P. Goater declared an interest in 2023/0009/TCA as a result of having already shared feedback on the plans as a District Council Ward member, as per recorded consultee comment.

25. PLANNING APPLICATIONS

The Assistant Clerk submitted a report which had been circulated.

RESOLVED

2022/2405/FUL | Demolition of an existing single storey annexe and erection of detached bungalow | 45 Leigh Furlong Road Street Somerset BA16 0LF. – Considered in keeping with setting, therefore, approved.

2022/2434/VRC | Application to vary conditions 2 (Plans List) and 5 (Floodlights - Hours of Illumination) of planning approval 2019/1949/FUL. | Millfield School Butleigh Road Street Somerset BA16 0YD. – As the Environment and Community document referred to measures the Council may take under Statutory Nuisance provisions of Part III of The Environmental Protection Act 1990 and the provisions of the Anti-social Behaviour, Crime and Policing Act 2014, if the lighting were to encourage any unwanted behaviours, it was unanimously approved.

2022/2440/FUL | First floor extension with a dual pitched roof. | Rear Of 19 Brooks Road Street Somerset BA16 0PN. Approved.

2023/0009/TCA | T78 English Oak - Crown lift by 4M. T79 English Oak -Crown lift by 3M. T96 English Oak - Crown lift by 3M. T101 Lime- Crown lift by 5M. T109 Norway Maple -Crown lift by 4M. T115 Norway Maple -Crown lift by 4M. T118 English Oak - Crown lift by 4M. | Woods Batch Recreation Ground Woods Batch Street Somerset BA16 OBE – The voting members of the committee approved the application as it is beneficial to maintain the trees.

It was requested to be noted, that better planning of the types of trees to be planted could be better researched to safeguard the ecology and the environment for the future.

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

26. NOTE LETTER FROM MENDIP DISTRICT COUNCIL Mendip District Council Tree Preservation Order Street No.31 (2022) In the vicinity of 21 Highfield Road, Street, BA16 OJJ. (M1391) – all members agreed they had noted the contents of the letter.
27. COMMENT regarding the status of housing development at the west end of Somerton Road (2019/2946/OTS) – The Assistant Clerk gave a verbal report on a resident's enquiry they had requested to be formally noted. Councillor Reina was present at the meeting in order to report back to the aforementioned member of the public, and it was highlighted a more substantial discussion would be put forward at the full council meeting, directly following this planning meeting.

The meeting ended at 6:37 pm.

STREET PARISH COUNCIL

Meeting of the Staffing Committee held on 7th February, 2023 at 2 p.m.

PRESENT: Councillor A. Sparkes (Chair)
Councillors: P. Birch, H. Shearer and L. Wolfers
IN ATTENDANCE: Mrs. L. Ruff – Parish Clerk

PRESENT BY
INVITATION: Councillor B. Knickerbocker

APOLOGIES: Councillors: D. Goater and T.W.E. Napper – illness
and another engagement – reasons accepted

8. MINUTES

The minutes of the meeting held on 30th November, 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 following items as none were present.

9. STAFF PLANNING

The Clerk submitted a confidential report which had been circulated.

RESOLVED

A. that the vacancy for the Clerk/RFO be readvertised at the end of May including a clear plan for the next year or more as part of the application pack

B. that support from a clerk be given to the Acting Clerk/RFO as needed

C. that the draft Code of Practice for Employment of Young Persons circulated at the meeting be considered together with whether to have an apprentice or work experience placement after 2023

RESOLVED TO RECOMMEND

A. that Z. Leach be appointed as Acting Clerk/RFO from April to June 2023 on SCP 36 during the temporary period and that a letter be sent to her confirming these details

B. that D. Price be appointed as Acting Deputy Clerk from April to June 2023 on SCP 27 during the temporary period and that a letter be sent to her confirming these details

C. that a temporary worker be engaged from April to June with the same arrangements as previously.

10. RETIREMENT OF CLERK/RFO

The Clerk submitted a confidential report which had been circulated.

RESOLVED TO RECOMMEND

A. that the Acting Clerk/RFO be authorised to complete and submit the Employer Key Decisions form stating that the Council within its discretions policy had not elected to do any of the 3 options listed

B. that the gratuity payment of £2,295 as held in earmarked reserves be paid to the Clerk upon her retirement for 11 years service between 1989 and 2000 and advice be sought on whether PAYE, National Insurance and pension contributions would be payable

C. that the Clerk's laptop be wiped and this with the monitor, keyboard, mouse and wrist rest be written off as the items were 5 years old – these to be retained by the Clerk and the printer and ink cartridges to be returned to the Council

D. that a new laptop, keyboard, mouse and printer be purchased for the Assistant Clerk and her existing laptop be wiped and written off as it was 4 years old and faulty

E. that Councillor Sparkes be asked to draft an IT policy including provision for regular reviews and, portable equipment be trialled to enable hybrid meetings to take place and the streaming of meetings.

7. SICKNESS ABSENCE

The Clerk submitted a confidential report which had been circulated.

RESOLVED

that the report be noted.

The meeting ended at 3 p.m.

To: Council
 From: Deputy Clerk/RFO
 Subject: ANNUAL INVESTMENT STRATEGY 2023/2024
 STREET PARISH COUNCIL

In accordance with the Local Government Act 2003 section 15(1)(a) the Council on 18th November, 2004 adopted the Guidance on Local Government Investments by agreeing to draw up an Annual Investment Strategy for the financial year 2005/2006 and by agreeing that the AIS should be approved each February thereafter for the next financial year.

ANNUAL INVESTMENT STRATEGY FOR YEAR ENDED 31ST MARCH, 2024

The general policy objective is that the Council should invest prudently the surplus funds held on behalf of the Street community. The Council will seek the highest rate of return consistent with proper levels of security and liquidity. The Annual Investment Strategy must be approved by the Full Council and can be varied during the year subject to Council approval.

At present most funds are held in the Nat West current and Business Reserve accounts and the CCLA Public Sector Deposit Fund. The British Government has guaranteed deposits of up to £75,000 for some parties and it seems that this does apply to parish councils. Interest rates in various accounts have increased over the last 12 months. The CCLA Public Sector Deposit Fund offers a gross interest rate of around 3.53% (changes daily) compared to 0.8% with Nat West Business Reserve Account.

1. For the financial year ended 31st March, 2024 the balances, other than sums transferred from time to time to the National Westminster Bank current account to pay invoices etc. shall be held as follows -

- Up to £2,000 in the Nat West Debit Card current account (for online payments made by the Clerk, Deputy Clerk and Assistant Clerk)
- Up to £60,000 in the Nat West current account
- £75,000 + in the Nat West Business Reserve account
- £225,000 + in the CCLA Public Sector Deposit Fund

The interest rate on the fixed annuity loan of £250,000 with the Public Works Loan Board is 3.56% with half yearly payments of £11,111.11. The loan will be repaid on 13th November, 2023. The second fixed annuity loan was taken out on 24th July 2020 with the PWLB of £100,000 over 14.5 years to part fund the alteration of the Parish Rooms for library/council/community use. The interest rate is 2.01% with half yearly payments of £3,992.

Money will be held in reserves for the following:

Future fund for Skate Park and Scout Hut	£ 23,000
S106 Bike Racks Merriman Park	£ 3,753

Parish Rooms 5 Year Exterior Paintwork 2025	£ 5,000
Sensory Garden Merriman Park	£ 5,000
Replacement Fund Skate Park	£ 10,000
New Services (Unitary changes)/Community Support	£190,000
TOTAL	£236,753
 General Revenue Reserves	 £182,596
TOTAL	£419,349

2. As considered appropriate, the Clerk in consultation with the Chair and Vice-Chair of Council, will ask the Committee to review the investment of some funds in a Time Deposit, Bond etc. bearing in mind funds received and required and to make a recommendation to the Council.

3. All accounts shall be operated by the Clerk/Responsible Financial Officer or the Deputy Clerk/Responsible Financial Officer (DCRO) who shall report transfers on a quarterly basis to the Policy and Finance Committee. In the absence of the Clerk/RFO and the DCRO the accounts shall be operated by the Chair of the Policy and Finance Committee and either the Chair or Vice-Chair of the Council and that RBS Software be engaged as necessary to give professional assistance.

CONSIDERATION:

As the Council will be receiving the whole precept in one amount in April 2023 and the funds held will be quite substantial the Committee is asked to consider how much to invest in the CCLA Public Sector Deposit Fund and how much in the Business Reserve account. The CCLA account carries a higher interest rate but with it more risk.

To: Council
From: Deputy Clerk/RFO
Subject: Bi-Annual Review of Risk Assessment

As agreed by Council the Committee is asked to carry out the bi annual review of risk assessment and management. Under Financial Regulations when any new activity is being considered the Clerk/RFO is required to prepare a draft risk management policy addressing the legal and financial liabilities and risk management issues for consideration and adoption by the Council. Separate reports on managing risks associated with projects such as the Parish Rooms are submitted as necessary.

All files are now backed up in the cloud via Office 365. The accounts are backed up on to a memory stick and kept off site.

In accordance with advice contained in the Local Councils' Governance and Accountability Guidance, the Committee is asked to -

1. identify and update key risks facing the Council in achieving its priorities and service objectives
2. evaluate the potential consequences to the Council if an event identified as a risk takes place
3. decide upon appropriate measures to avoid, reduce, or control the risk or its consequences.

Risks can be placed in high, medium and low categories according to how likely they are to occur and their potential impact.

The bi annual risk assessment is attached for review.

To: Policy and Finance Committee
From: Deputy Clerk/RFO
Subject: Grant Applications 2022/23

There is an allocation of £25,000 for grants in 2022/23 and £1,000 for community safety. Grants already agreed this year are as follows:

Street and Glastonbury Carers Group – hire of Room 6 once a mth at £18 – application not made but approval sought to continue as in previous years – 1 st floor of Parish Rooms not convenient	£ 216
Victoria Club – Jubilee event and Vic Fest	£ 1,000
Crispin Hall Trust – Volunteer Drivers Scheme	£ 5,000
St Margaret’s Hospice	£ 1,500
Moorlight Theatre Company	£ 1,000
Glastonbury & Street Sea Cadets	£ 1,000
Street Bowling Club	£ 1,000
Street Menshed	£ 1,000
Houndwood Community Group	£ 600
Neighbourhood Watch	£ 300
Wessex Youth Football Club	£ 1,000
Glastonbury FM	<u>£ 1,100</u>
	£14,716

Leaving £10,284 with any overspend coming from the Contingency Fund of £30,000.

Victoria Sports Football Club

A grant application has been received from Victoria Sports Football Club for £500 towards the cost of dugouts and respect barrier – necessary upgrades required to meet league stipulations **(full application pack attached)**.

Taking the Space Theatre Makers

A grant is requested for £700 to support a Taking-The-Space showcase which will be taking place on April 29th and 30th at Strode Theatre. **(full application pack attached)**.

The Victoria Field & Social Club

A grant of £3,000 is requested by the club to contribute to facilitating an all-day community event in honour of King Charles III’s Coronation. **(full application pack attached)**.

Community Library Partnership quarterly reviews (Street) – Agenda, notes, and actions

Street CLP - 18th January 2023 10 a.m. to 11.30 a.m. at the Parish Rooms

Attending – Z. Leach – Deputy Clerk/RFO Street PC, S. Sheppard, S. Addison and C. Evans – SCC Library Service, M. Fletcher and S. Ivory – Friends of Street Library

Apologies - Councillors P.Goater, N.Kellett and S.Carswell. L Ruff – Clerk/RFO Street PC. P. Fry – Friends of Street Library.

Agenda Item	Leading	Notes	Actions
Introductions	Sue Sheppard	C.Evans role extended until end February.	
Buildings & Maintenance/Health & Safety <ul style="list-style-type: none"> • Risk Assessments • Insurance Document Checks • PAT testing • Legionella • Fire Safety Safeguarding Policies/DBS checks 	CLP	IT – refreshing all library computers with Windows 11. A successful fire drill has taken place. Violence Risk Assessment is in place. Lone Working Risk Assessment is up to date. PAT testing completed.	<p>Once new desks are in place Library Help will come over to look at reinstalling the computers.</p> <p>SA to check if Library Information Officers have personal alarms</p> <p>SS will check the situation regarding a panic button.</p> <p>SA and ZL to meet and look at Intruder policy.</p> <p>SS/CE will chase up with SCC the situation regarding the replacement Wi-Fi provider for the library.</p>
Day to Day Operations	CLP/Supervisors	Petty Cash is going well.	

<ul style="list-style-type: none"> • Staffing Update • Volunteers • Activities • Library Information • Staff Appraisals • ICT/Data Security 		<p>Foul smell in the library from the drains. Dyno Road have been and flushed the system again.</p> <p>Some ongoing difficulties with cleaning. The cleaning company contracted has had some issues with availability of cleaners.</p> <p>The problem with the charging point on the round table has still not been resolved.</p> <p>Volunteers: Volunteer numbers had increased and have gone down again. MF/SI raised concern that DBS checks were not taken on Volunteers. Data protection, manual handling and safeguarding are the key modules for volunteers to complete from the learning pod.</p> <p>Activities: Craft and children’s activities will resume in the Spring. SI asked for it to be noted that the Outreach Officer attended one craft activity but has not attended activities since, contrary to what has been indicated in previous minutes. SI wished for this to be accurately reported.</p> <p>CE has ordered mats for the summer reading challenge and advised that pilot projects are happening throughout the County.</p>	<p>The rubber seal around the internal drain cover in the library is broken – SPC are making arrangements for this to be replaced.</p> <p>MF/SI to investigate if the problem lies with the floor socket.</p> <p>CE to recirculate the eLearning training modules for volunteers to revisit.</p> <p>Library Staff and a representative from the Volunteers are meeting soon to discuss future events.</p>
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		<p>Library Information: Thermal Imaging Cameras will be available to use in all libraries from September.</p> <p>Street Library is involved in the iPad lending scheme - has had two lends of iPads. There has been a big marketing push on social media so this may increase. A Library Information Officer has undertaken iPad training to refresh on the procedures for loaning out and wiping the iPad upon return.</p> <p>Staff Appraisals: Only need to do essential or light touch version this year – revisit objectives from last year.</p> <p>ICT/Data Security ICT data agreement is still correct and in place would be useful to revisit annually by way of reminder.</p>	<p>SPC to discuss with SA any targets they have for Library staff appraisals</p> <p>Useful for staff/volunteers to revisit annually as a reminder</p>
Training any updates	Supervisors	IT training coming up on morning of 24 January.	SPC have asked cleaners to arrive in pm.
<p>Quarterly Performance</p> <ul style="list-style-type: none"> • Statistics • Covid footfall • Customer Complaints 	Sue S/Supervisors/CLP	Street is trending very similarly to local and national data trends, seeing an increase in Q2 for footfall figures and then a dip in those same figures in Q3. Looking into the detail the footfall	

<ul style="list-style-type: none"> • Incidents • Volunteer Stats Spreadsheet <p>Q 3 data attached</p>		<p>has increased compared to the same quarter in 2019, with an increase of 22% across the quarter. And comparing to Q1/Q2/Q3 of 2019 there is a 2% increase on 2019s figures. This is incredibly hopeful as Street is bucking the trend of a percentage decrease compared to 2019 due to the impact of COVID-19. But could also be due to lower levels of use due to potential closures in 2019.</p> <p>Issue figures are also showing promising signs of recovery, being only -1% down in 2019's figures. There has been a more significant dip down overall across the 2019 year but hopefully this should stable out or if statistics follow on trend will start to curve upwards again into Q4.</p> <p>New membership is up compared to 2019, this quarter 138 new members have registered and more than 3x the total number of 2019/20 registered new members.</p> <p>Active membership continues to grow though more steadily now rather than in big jumps and currently stands at 1645 active members</p> <p>Events for the quarter had over 764 attendees at 46 events. It may be useful to start requesting</p>	
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		<p>more feedback to find out the information about these events.</p> <p>Volunteer hours increased a little bit on Q2 with 335.5 hours and 15 active volunteers.</p> <p>PN usage currently stands at 12118 minutes for Q3 (still awaiting December's data to be reported.) I have now updated Q2 figures which stands at 18136</p> <p>No customer complaints have been reported.</p>	
<p>Community Library Partnership Meetings Notes of 5 October 2022 attached Break Clause – note attached for information only</p>	Sue S		
<p>Communication Marketing and Promotion</p>	CLP	<p>Statistics show that communication and marketing is going well.</p>	
<p>AOB</p>		<p>The Events Calendar is available now on SharePoint for planning events for the year ahead</p>	
<p>Date of next Review Q 4 - 2023</p>	Sue Sheppard	<p>26 April 10am.</p>	

COMMUNITY & WELLBEING WORK GROUP NOTES - MEETING HELD ON 06.02.23 AT 11:00 AM

PRESENT CHAIR: Cllr. B Knickerbocker (BK), Cllr. S Carswell, Cllr. P Goater (PG), Cllr. N Howiantz, Cllr. N Swift (NS) and Cllr. L Wolfers (LW)

IN ATTENDANCE Danielle Price (DP) – Assistant Clerk – Community Engagement

APOLOGIES Cllr. D Goater – reasons accepted
 Cllr. A Leafe – reasons accepted
 Cllr. N Kellett – reasons accepted
 Cllr. H Shearer – reasons accepted
 Cllr. N Smith – reasons accepted

Discover your Community Event.

The event has now reached capacity for organisations getting involved. DP circulated the list of organisations who are involved and outlined the next set of plans to focus on ensuring the attendance of the event is as good as it can be from the public by enhancing publicity locally (*DP to approach Clarks Village, Vine Surgery & Street Post Office for use of their digital display units*), and via social media, with an emphasis on the event being free to attend and an opportunity for the community to benefit from the organisations on display.

DP

Councillors agreed to distribute some flyers to help advertise the event once DP has printed the poster to A5.

ALL

The group discussed the benefits of using Eventbrite for future events and it was agreed the data capturing and additional features of the website were useful and would help to build up a database of connections, as well as worthwhile insights for analysing the success of events ongoing.

NS had done a great job to recruit members of the council to attend and help out on the day and there will sufficient cover for set up and take down as well as throughout the event. Once the event is established, it was put forward to approach local Estate Agents to distribute a flyer by way of a “welcome pack” for new residents moving to the area. *DP will put this on the next agenda so it can be discussed and planned in more detail. DP will get a price for how much it would be to print more of the Street leaflets Councillor Leyshon had previously arranged.*

DP

It was agreed the date of the second event in 2023 would be earmarked for Saturday 30th September with a focus on showcasing local sports and activities providers. *DP to check availability of Crispin Hall.*

DP

Activities & Sports Guide

Collating the groups to include during this mapping exercise will inform the invite list for the next Discover you Community event 30/09/23. ***DP to start a list to bring to next meeting which the group can add to.***

DP

Emerging Matters/AOB

BK confirmed the Methodist Church in Street will be the new venue for the Pyramid boxing club. It was agreed will be a valuable resource for all of the local community, as well as helping contribute to the priority to tackle things like anti-social behaviour and promote good standards of inclusivity, health and wellbeing. ***DP to share posts and advertise across SPC's digital channels.***

DP

Meeting finished at 11:42am

Next meeting – Wednesday 8th March at 11 am in the Parish Rooms.

<p>AL had been in talks with the owners of the Crispin Centre about hosting an event and they had been agreeable, providing no hot food stalls are situated in the enclosed area of the centre.</p> <p>AL plans to have a variety of stalls ranging from wildlife preservation to energy saving tips, as well as putting on talks and workshops to engage the community and appeal to all ages. The proposed dates were Saturday 29th July OR Saturday 5th August 2023 (provisionally between 10am – 4pm).</p> <p>PG suggested arranging some tours around the prolific nature sites in Street and LW suggested contacting S Cullen to see if The Grange would be onboard with a tour of the orchards.</p> <p>It was acknowledged any funding requests would need to be taken to full council once the plans for the event develop if funds are required.</p> <p>AL asked about how many stalls can be accommodated at the Crispin centre.</p> <p>It was agreed AL will consider the best ways SPC can support the event and report back at future meetings.</p> <p>“Sustainable Street” was proposed as an appropriate name for the event and it was agreed the group should also be known as “Sustainable Street Working Group” moving forward.</p>	<p>ACCE will contact The Grange to propose the idea and check availability across the two potential dates.</p> <p>Officers to assist AL with seeking relevant permissions to use land to host the event.</p> <p>ACCE to check back on office files to see if there is a plan/layout from a former event and share with AL to help with planning and Health & Safety etc.</p>
<p>5. Review actions from previous meetings.</p> <p>PG and ACCE had been in touch with Somerset Waste Partnership (SWP) about the Discover your Community event, but SWP have a clash with another event, so have yet to fully confirm.</p> <p>ACCE offered feedback to the group about Glastonbury Town Council and Wells City Council’s climate strategies, as per information from officers and the websites.</p>	<p>ACCE has reserved a space and will chase up contact at SWP to confirm their attendance.</p>
<p>6. Discover your Community Event.</p> <p>The group reflected on the ways the event can be visibly environmentally conscious such as: advertising in advance and displaying signs encouraging visitors to bring their own refillable</p>	<p>PG to ask SWP if they can provide separate recycling bins for the event.</p>

<p>water bottles and hot drinks containers, as well as having recycling bins on site.</p> <p>In order to support the food bank run by the Salvation Army (SA), it was suggested a food bank supply drive might be a good idea on the day, particularly as specific items are in high demand at the moment and referrals are increasing all the time in the area.</p>	<p>ACCE advertise in advance and create posters/signage to put out on the day.</p> <p>ACCE to write to SA to make the suggestion and get a list of most needed items. If agreeable, ACCE will request SPC members bring some donations along in support.</p>
<p>7. Update on investigating setting up a Repair Café</p> <p>LW explained there were several options for initiating a repair café and had been in touch with those who want to facilitate and have prior experience. AL and another local contact have been in discussions and The Street Quakers are also keen, so these groups will be able to progress with the idea.</p>	
<p>8. Installation of water point in Street.</p> <p>ACCE had looked into the process, but more information is required to progress with this, including finding out the best location and viability due to water ways etc.</p>	<p>ACCE to continue researching how this would best work for Street.</p>
<p>9. Declaring a Climate Emergency</p> <p>The group further discussed the merits and drawbacks of declaring a Climate Emergency. Engaging, educating, and enabling residents were considered as high priorities and therefore the language being used to convey SPC’s concerns for the climate would need to be carefully considered. BK had done some research on the subject and explained some of the critics highlighted that declaring an “emergency” can provoke an element of fear within a community, which may be counter productive.</p> <p>Further discussion was had in relation to the sheer difficulties Street would have in becoming “carbon-neutral” (which is the most common ambition to declare in a set period) due to the fact the village is predominantly a retail and consumer environment, as well as in great need of more housing developments. NH proposed that SPC could manage any concerns by stipulating different aims than carbon-neutrality in the declaration.</p> <p>NSw described how Steyning had adopted some interesting measures to encourage the community to be proactively conscious such as holding “give your stuff away” days, where</p>	<p>Group to consider how this might work for SPC and consult with the police on viability/required permissions.</p>

residents leave their unwanted furniture or electrical items outside the front of their house, and it is well known that anyone can take the item(s) for free to use for themselves.	
10. Agree date and time of next meeting Wednesday 8 th March 2023, 6:30pm at the Parish Rooms.	

The meeting ended at 8.52pm

NOTES OF MENTAL HEALTH AND YOUTH OUTREACH GROUP

Meeting of the Group held on 8th February 2023 at 3 p.m. in a meeting room at Strode College, Street.

PRESENT: Councillors: Carswell, P. Goater, Howiantz, Leafe, Napper, Shearer and Wolfers
L. Ruff – Parish Clerk
C. Acton-Pearce – Mind in Somerset
L. Fielder – Head of Student Services, Strode College

APOLOGIES: Councillors: Birch, D. Goater
County and District Councillor Leyshon
M. Hill – Head Tor School
T. Schottlander – Director of Student Services and DSL Strode College
L. Charles and P. Lockhart – DSL Crispin School
S. Weller – Second Step Open Mental Health Crisis Safe Space
A. Whatling – Student Welfare DSL Millfield School
L. Evans – Manager Street Foyer (Mendip YMCA)
J. Copestake – YMCA Foyer
M. Stone – Senior Accommodation Worker YMCA Street
P. Hall – Early Intervention Officer Violence Reduction Unit Police
A. Gutteridge – Assistant Head Millfield School
P.C. M. Pople – Street Beat Team

1. ELECTION OF CHAIR

RESOLVED

that Councillor P. Goater be elected Chair of the Group

2. ELECTION OF VICE CHAIR

RESOLVED

that Councillor Wolfers be elected Vice Chair of the Group.

3. NOTES

RESOLVED

that the notes of the meeting on 11th January 2023 be agreed.

4. YOUTH OUTREACH WORK

The tender document had been published for return on 6th March. Members would meet on 9th March to score tenders received and report to the Council on 21st March. The Group could work with the selected tenderer.

Councillor Shearer reported that J. Brown, Community Development Somerset County Council had specialist knowledge of this kind of work and would assist the Council in scoring tenders received and setting KPIs etc. to monitor the work of the successful tenderer. This was welcomed by the Group. She would also circulate for interest details of a pilot LCN for Bruton and Wincanton area where analysis had been carried out on what services etc. the young wanted. It was noted that analysis would be the first part of the work of the chosen tenderer.

5. MENTAL HEALTH SERVICES

The report of the Clerk was submitted and had been circulated. C. Acton-Pearce explained the need for 1 to 1 peer groups and groups teaching life skills and emotional resilience. There was some provision but not enough and people were on waiting lists for 3 to 5 months. A set programme worked well for adult groups and it was important to ensure that there was the right level of training and support. There would be different needs in each town such as a need for help with autism.

L. Fielder reported that there were many online groups which were good for those with agoraphobia and such but in person groups were much better. A new scheme was in week 3 and the mental health score for the first 3 young people involved had improved each time. Details of this would be messaged out to others. The College was looking to work with other colleges such as Yeovil and to utilize resources more effectively. A lot of students suffered with social anxiety following the Pandemic and Lockdown but it was hoped that things would improve by 2024. It was agreed that a representative from Somerset Works be invited to the next meeting. This was a NEET provider working with young people to get them in to employment, education or training. Around every 6 weeks the organisation met with schools to talk through which students might apply for College etc. and mental health problems were picked up from the start.

A grant application had just been submitted from Mind working with Young Somerset to provide 1 to 1 mentoring for young people over 3 years. Members felt they needed time to read and consider this. It was felt that a small steering group should keep in contact all the way through the project if funding was provided to monitor how it developed. It was noted that if support groups were to be set up for adults Mind would be one of the organisations who could tender for this work.

AGREED

A. that the grant application from Mind in Somerset be sent to members for consideration at the next meeting in March with any recommendation to the Council meeting on 21st March

B. that the dates of meetings etc. be sent out to members for information

C. that in future a doodle poll might be taken to decide when most of the organisations would be able to attend a meeting as not many had attended this meeting although all would continue to receive all information.

6. OTHER MATTERS

No matters were raised.

7. DATE OF NEXT MEETING

AGREED

that the next meeting be held at 3.30 p.m. on 15th March at Strode College.

The meeting ended at 4.30 p.m.

CULTURE WORKING GROUP NOTES - MEETING HELD ON 08.02.23 AT 6:30 PM

PRESENT CHAIR: Cllr. L Wolfers (LW), Cllr. N Howiantz (NH), Cllr. N Swift (NS)
P. Mackey (PM) and D. Redman (DR) - Victoria Club representatives

IN ATTENDANCE Danielle Price (DP) – Assistant Clerk – Community Engagement
Cllr. P Goater (Chairman of the Victoria Club)

APOLOGIES Cllr. D Goater – reasons accepted
Cllr. B Knickerbocker – reasons accepted
Cllr. A Leafe – reasons accepted
Cllr. B Reina – reasons accepted

The Victoria Club & Coronation of King Charles III

Two representatives from The Victoria Club gave the group detailed insights into what the club does as a sports and social club. They confirmed they would be arranging an event for Coronation Day, on Saturday 6th May 2023, which would involve screening the Coronation and arranging a variety of family-friendly events to honour the occasion including a fancy-dress competition, opening the grounds for picnics, putting on a treasure hunt and potentially hiring a bouncy castle and local food vendors.

It was agreed Street Parish Council (SPC) could be involved by helping to financially support/sponsor the event if the club made a grant application, to be considered at full council. It was also put forward that Street Chamber of Commerce (CoC) may be able to provide prizes for the occasion. ***DP to send the grant application form and guidance to PM & DR and put them in touch with contacts at CoC.***

DP to liaise with PM ongoing on contacts for the press and share in promotional materials and activities.

DP
-

DP
-

Street's Christmas Lights

The dates and times of the meetings with Blachere and The Christmas Decorators were confirmed as Monday 20th February at 12pm and Thursday 23rd February at 11am respectively.

DP described the process for getting permission to have overhead lighting on the High Street and it was agreed the application would be made once the group had a firmer idea of what lighting options are available after the meetings with the two lighting companies and to liaise with relevant contacts at Clarks if permissions are required.

The group discusses lighting the tree at the Library Gardens using timer switches to be energy efficient and DP agreed to seek appropriate permissions and explore the health and safety aspects.

Twinning visit welcome event (19th – 23rd April).

LW will be hosting the Mayor of Gravenchon when they come to visit and an itinerary of events will be arranged by the Twinning Society. It was agreed SPC should host a reception to celebrate the occasion. Strode Theatre’s foyer was suggested as the venue and ***NH agreed to contact the theatre to see what availability there is to book something in.***

NH

DP to ensure the item is included on the next CWG agenda and to invite the chair of the Twinning Society to the next meeting to firm up plans. LW’s arrangements for the Lord Lieutenant’s visit to Street could be used as a template for some of the itinerary.

**DP
PG**

PG & DP to arrange a graffiti removal around the village prior to the visit taking place.

Banners for Pride

DP confirmed contacts within the LGBTQ community had confirmed the most up-to-date flag is the Progress Pride version, which will be used by EM Print to create the banners for SPC’s celebration of Pride in June. Sweet Acre Nursery have been fully briefed on the banner changes and will supply an array of multi-coloured flowers in the hanging baskets throughout the High Street to complement the flags.

DP to create content to explain the meaning behind the flag and the different identities represented within the design.

DP

Calendar of cultural events

The group highlighted the events for February and March 2023 which would be posted on social media. It was approved that the item is included on the CWG agenda ongoing to ensure the most appropriate days are marked and relevant content scheduled via social media channels, where possible, to help maintain the workload at the office, particularly once the Clerk has retired and duties at the office will inevitably increase.

Next meeting – Monday 6th March 2023, at 4pm in the Parish Rooms.

To: Council
From: Clerk/RFO
Subject: Street Heath

Street Heath is located near Ham Wall Nature Reserve and is overseen by the Council on behalf of the residents of Street. Other parishes also have a Heath and many years ago local people could cut peat to burn on their fire. For many years the Council has entered into an agreement with Somerset Wildlife Trust whereby the Trust manages the site and receives grant funding to carry out this work. There is no cost to the Council. The current 5 year management agreement will end in September 2028.

In 2020 3 local people contacted the Council to report that a padlocked gate had been put across Turbary East Drove and that although there should be open access this was not possible. The Trust have explained that the gate was installed several years ago by a previous landowner. None of the landowners at the time objected as it prevented illegal camps being set up. The code for the padlock is known by the Council and could be publicized. It would be good practice to contact the owner of the adjacent fishing lake first who has assisted the Trust with the use of his tractor when necessary.

Mark Blake, Senior Reserves Manager – Brue Valley, Somerset Wildlife Trust will meet us on site on 3rd March to talk about the management of the site, habitats and species and answer questions.

L.A. Ruff
Clerk/RFO
21.02.23

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

1. Committee Membership

Councillor Knickerbocker wishes to be appointed to the Planning and Staffing Committees. Councillor Howiantz wishes to join the Staffing Committee, Community and Wellbeing Working Group and the Youth Outreach and Mental Health Working Group.

2. Clarks' 200th Anniversary Working Group

Councillor Wolfers would like to propose creating a dedicated group consider how Street Parish Council might be involved in marking the bicentenary.

3. Somerset Citizens Advice offices considering merger

In response to the unitary authority decision, the trustee boards of 4:5 of the Citizens Advice charities in Somerset have now approved a decision to work towards merger - Citizens Advice Mendip is one of the four that have taken this decision. This would mean, subject to the necessary due diligence and formalities, that Citizens Advice Mendip would no longer continue to exist in its own right but would be merged into a bigger Citizens Advice Somerset charity. The current timescale planned for this is the end of September 2023 but, with slippage, that could potentially extend to March 2024.

Communique from the joint Somerset Citizens Advice charities giving more detail:

Somerset Citizens Advice offices considering merger

Four of the five Citizens Advice District offices in Somerset are looking at improving and extending their service to clients by merging their operations. The Mendip, South Somerset, Taunton and Sedgemoor offices are exploring ways to meet increased demand and offer a wider range of services across the whole county than individual offices can offer.

All the offices already offer a county wide service, but a merger will mean that specialist expertise currently based in particular offices, for example in dealing with vulnerable people or those needing more tailored advice, could be made available county-wide.

There are three reasons why Citizens Advice is investigating this move now. The increased demand from the cost of living crisis and the issues it has highlighted mean that the organisation needs to be more flexible in how it uses its existing resources to meet client needs.

Also, when the new Somerset Unitary Authority launches, it will be more efficient for it to speak to, fund, and monitor a single Citizens Advice body, rather than five separate District offices. This also applies to other funders who support their work.

Finally, though it is not a cost cutting exercise, there may well be operational efficiencies that can be made and cost savings through pooling its purchasing of things like IT equipment and support. Any money saved would be re-invested in frontline services.

The Boards of Trustees of the four District offices will complete due diligence, probably by the end of September, if the move to a single body is the right one for the existing organisation and for its local clients. West Somerset has decided to continue to operate independently.
Sent on behalf of the Chief Executive Officers

4. Committee on Standards in Public Life

Members are asked to vote on whether they approve the motion detailed below and write to J Heapey, MP. (Recommendations attached separately for members).

That this House expresses its support and appreciation for local community, parish and town councils which are the first tier of local government in England and Wales and play a vital role in our communities; notes with concern that whilst the vast majority of local councils are well run, there remain behavioural issues in a small minority of councils and by members of the public which involve bullying, intimidation and harassment of both councillors and their staff, as confirmed through a dedicated Civility and Respect project led by the National Association of Local Councils (NALC), Society of Local Council Clerks (SLCC), One Voice Wales (OVW), county associations of local councils, and also highlighted by the Association of Local Council Clerks (ALCC); further notes with concern this is leading to councillors and staff leaving the sector and is creating difficulties in recruiting to those roles; and calls on the Government to re-visit its response to the Committee on Standards in Public Life report on local government ethical standards and introduce the report's recommendations in full including tougher sanctions such as suspension for poorly behaving councillors.

5. Plans for Merriman Park Sensory Garden (attached separately for members).
Council members are asked for approval of the proposed plans.

6. Consultation Notification – Somerset Statement of Community Involvement

As per email circulated by the Clerk on 3rd February 2023, members are reminded comments can be made by 16th March 2023 via the link in the email/below.

<https://somerset.inconsult.uk/sci/consultationHome>

To: Council
From: Clerk
Subject: Accounts for Payment

The latest bank reconciliations for all accounts at 31st January 2023 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 January are detailed on the pages circulated and will appear as an annex to the minutes in the Minute Book.

L.A. Ruff
Clerk/RFO
21.02.23