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To Councillors:

Peter Goater (Chairman), Nicholas Kellett (Vice Chairman), Pam Birch, Simon Carswell, Neil Howiantz, Bryan Knickerbocker, Terry Napper, Heather Shearer, Nicola Smith and Laura Wolfers.

Members are reminded of their duty under the Code of Conduct:

The 7 principles of public life: Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.

You are summoned to attend an **Extraordinary Meeting of the Policy and Finance Committee** to be held in Room 6, Crispin Community Centre, Leigh Road, Street at **6pm on TUESDAY, 28th NOVEMBER 2023**. The business to be transacted is set out in the agenda below.

**** Members are reminded that the committee has a general duty to consider the following matters in exercise of any of its functions: equal opportunities, crime and disorder, health and safety, human rights and biodiversity. ****

Yours Sincerely,

Peter Goater

Chairman, Policy and Finance
Committee, Street Parish Council
Date: 23rd November 2023

Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted unless the public are excluded by reason of the confidential nature of the business or where publicity would be prejudicial to the public interest.

PUBLIC PARTICIPATION SESSION

Before the Parish Council meeting begins there will be a public participation session.

1. Public Question Time

Parishioners are invited to direct questions or comments to the Chairman who will invite each person to speak for up to 3 minutes on any subject/s of concern. Please note that the Council is unable to make formal decisions under this item. Members of the public are requested to raise any matter during this session as the rest of the meeting is not open to public participation (providing that prior notice has been given by noon on the day of the meeting to email: dcro@street-pc.gov.uk or telephone: 01458 440588).

AGENDA

1. Apologies for absence

To receive and accept apologies for absence. *LGA 1972 s85(1)*

2. Declarations of Interests and Grant of Dispensations

To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any requests from members for Dispensations that accord with Localism Act 2011 s33 and The Relevant

Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464.

Note: this does not preclude any later declarations.

3. Confirmation of minutes

RECOMMENDED: That the minutes of the Policy & Finance Committee meeting held on 7th November 2023 are approved as a correct record and signed by the Chairman. (LGA 1972, Schedule 12, paragraph 41(1).

Corrections made:

Live Streaming Working Group changed to Live Streaming Task and Finish Group

Renumbered resolutions in 37

4. Reports

Responsible Financial Officer's Report

To receive a verbal report from the Responsible Financial Officer.

To include updates/actions on behalf of the office (by exception).

5. Budget 2024/25 and Precept 2024/25

- i. To review definition of Chair's Allowance and agree how it is to be managed and agree an amount for the 2024/25 budget. RECOMMENDED: That the Chairman's Allowance is paid quarterly in advance from 2024/25.
- ii. To receive an update from the Responsible Financial Officer and agree the impact of Somerset Council's Asset and Service Devolution on the 2024/25 Parish Council budget
- iii. Based on updates agreed at the previous meeting, agree as a committee the 2024/25 budget to take to Full Council as a recommendation that they approve.
- iv. To agree recommendations to take to Full Council on general reserves and earmarked reserves 2024/25
- v. Agree precept requirement to be recommended to Full Council that they approve

6. Policies

i. BIODIVERSITY DUTY

- i. To CONSIDER a draft response to the Biodiversity Duty 2023 and take recommendations to Full Council on 5 December. To meet this duty Street Parish Council is required to:
 - have biodiversity as an agenda item for a meeting before the end of 2023.
 - note what action in respect of biodiversity is already taking place locally.
 - agree what further steps to take at this stage.
- ii. RECOMMENDED: That Policy & Finance Committee agree the Biodiversity Duty response and Biodiversity Policy and take to Full Council for approval on 5th December 2023.
- iii. RECOMMENDED: That the Sustainable Street Working Group are asked to complete a comprehensive Biodiversity action plan.
- i. To review the draft Communications Policy and recommend adoption to Full Council
- ii. RECOMMEND: that terms of reference are amended to delegate decisions on policies to the Policy & Finance Committee. This will need to be approved by Full Council.

7. Grants

To consider and make a recommendation to Full Council on the 2024/25 grant application from Greenbank Pool for £30,000 - to offer a discount on Street resident season tickets and help with rising energy costs - all supplementary papers now received

8. CCLA Public Sector Deposit Fund

RECOMMENDED: That £160k is transferred from the CCLA Public Sector Deposit Fund to the NatWest Business Reserves account to cover projected spend from 31 October 2023 to 31 March 2024 and leave a general reserve fund of the agreed amount of £182,596

9. Periodic Reports and Inspections

To receive a report from the Responsible Financial Officer on reports and inspections to include reconciliation of latest bank statements, monthly inspections of accounts and payments, and staff mileage and hours.

10. Information to raise for consideration at the next meeting

This item must be for information only. Any matter that requires a decision must be set as an agenda item at a future meeting.

11. Date of Next Meeting

The next ordinary meeting of the Policy & Finance Committee will take place on **Tuesday 6th February 2024 at 6.00pm at Room 6, Crispin Community Centre, Leigh Road, Street.**