

## STREET PARISH COUNCIL

Meeting of the Council held in Room 6, Crispin Community Centre on  
20<sup>th</sup> June 2023 at 7pm

PRESENT: Councillor B. Knickerbocker (Chair of Council)  
Councillors: P. Birch, S. Carswell, D. Goater P. Goater, J. Howard,  
N. Howiantz, N. Kellett, A. Leafe (arrived at 8.40 pm), T. Napper,  
B. Reina, H. Shearer, N. Smith, A. Sparkes and L. Wolfers

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

APOLOGIES Councillors: N. Swift

### 25. QUORUM

The meeting was quorate.

### 26. MINUTES

The minutes of the Council Meeting held on 16<sup>th</sup> May 2023 which had been circulated were approved as a correct record and signed by the Chair subject to noting the following amendments:

#### **Minute 16: Appointment for Committees 2023-24**

Cllr Knickerbocker to be added to the Community Wellbeing working group.

#### **Minute 17: Representatives of outside bodies:**

Cllr Smith to be added to the Merriman Park Community Group and Greenbank Swimming Pool Management Committee (in a non-voting capacity)

Cllr P Goater be removed from Victoria Club Charitable Incorporated organisation as he serves on this independent of the Parish Council;

Cllr Kellett be removed from Merriman Park Community Group.

#### **Public Question Time**

Should read as £2million section 106 monies and not a £2million fund.

### 27. MATTERS ARISING

Cllr Napper congratulated local resident, Tina Emery, on her OBE award.

A discussion took place on the possibility of recording and streaming Full Council meetings in future. It is hoped that this would enable the Council to engage more fully with the community.

Cllr Smith advised that the Fondo Lounge are supporting Merriman Park by raising money towards the Merriman Park sensory garden.

### RESOLUTION

A that a letter of congratulations be sent to Tina Emery on her OBE award

- B that the Clerk audio record future Council meetings starting with the July Council meeting.
- C that Councillors Wolfer, Kellett, Birch, Napper and Sparkes form a task and finish group to explore the possibility of live streaming future Full Council meetings and consider the making available of the audio recorded meetings

28 DECLARATIONS OF INTEREST AND DISPENSATIONS

In accordance with the Code of Conduct Councillor Carswell and Councillor Shearer declared an other interest under Appendix B in any matters relating to the Somerset Council and stated that she 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, the Victoria Club and Friends of Strode Theatre as she is a trustee of these.

Councillor Wolfers declared a pecuniary interest in any matters relating to Street and Glastonbury Chamber of Commerce as she is a board member

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

Councillor Smith declared an other interest under Appendix B in any matters relating to Glastonbury FM as she is a board member and any matters relating to Merriman Park and Greenbank Swimming Pool as she attends meetings in a non voting capacity.

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

29 COMMUNITY POLICE OFFICER

PC Pople sent his apologies and advised that he has not received any questions from Councillors.

The latest meet the team priorities from the meeting on 7<sup>th</sup> June are:

1. Cutting of long grass causing obstructions (Somerset Council)
2. Continue with support for young person's initiative (Parish Council/Police)
3. Licence checks on local shops (licence enforcement Somerset Council/Police)

The next meet the team meeting will be at 7pm on 9 August 2023, Street Foyer (YMCA)

30. PLANNING COMMITTEE

The minutes of the Planning Committee meeting of 16 May 2023 were circulated with the agenda.

RESOLVED

that the minutes of the meeting be noted.

31. POLICY AND FINANCE COMMITTEE

The minutes of the Policy and Finance Committee meeting of 13<sup>th</sup> June were circulated with the agenda.

RESOLUTION

that the reports and recommendations be agreed.

32. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2022/23 PART 3

SECTION 1 – ANNUAL GOVERNANCE STATEMENT 2022/23

ANNUAL INTERNAL AUDIT REPORT 2022/23

Reports and documents were circulated with the agenda for the Policy and Finance Committee on 13<sup>th</sup> June and have been issued to new members. Council considered the internal audit report and section 1 annual governance statement and assertions.

RESOLVED

A. that the reports and documents be approved and having considered them it be agreed that the internal audit and control system is adequate.

B. that agreement be given to each of the statements set out in Section 1 of the Annual Return and the annual governance statement be approved and signed by the Chair and Clerk.

33. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2022/23 PART 3

SECTION 2 – ACCOUNTING STATEMENTS 2022/23

Section 2 and supporting documents were circulated with the agenda for the Policy and Finance Committee on 16<sup>th</sup> June and issued to new members.

RESOLVED

that Section 2 of the Annual Return, the accounts for the year ended 31<sup>st</sup> March 2023 and other documents as circulated, be approved and signed by the Chair, having already been signed by the Clerk/Responsible Financial Officer.

34. REPORT FROM CHAIR

The Investiture event was held on 18<sup>th</sup> May and awards were presented to citizens and community groups of the year. The Chair encouraged all Councillors to attend future Investiture events as residents enjoy speaking with Councillors and hearing about the work of the Council.

The Chair, with Street Beat Manager PC Mark Pople, were invited to help unveil the new plaque for the Forest School at Elmhurst Junior School. The Chair acknowledged the tremendous effort that had gone into creating the Forest School for the benefit it offers young people.

The Chair and Councillor Swift attended a presentation by the Lord Lieutenant, Mohammed Sadiq, and learned about the Kings Award for Voluntary Service. Mayors and Chairs from across Somerset were in attendance with an aim to identify voluntary organisations in Somerset. This is the highest award given to local volunteer groups which is equivalent to an MBE and is awarded for life.

The Chair advised that the High Sheriff, Robert Drewett's, visit is on Thursday 13<sup>th</sup> July from 10pm-4pm. Details will be sent out and Councillors are requested to attend if available.

The Chair advised that he will be undertaking a skydive to raise funds for Merriman Park Sensory Garden.

Cllr Leafe arrived at 8.40pm

35. SUSTAINABLE STREET WORKING GROUP

The notes of the Sustainable Street working group were circulated with the agenda. Cllr Wolfers advised that Glastonbury's Climate and Environmental Emergency Advisory Committee (CEEAC) next meeting will be held at 7pm on Thursday 29<sup>th</sup> June and the Sustainable Street Working Group have been invited to attend.

RESOLVED

that the notes be agreed

36. COMMUNITY AND WELLBEING WORKING GROUP

The notes of the Community Wellbeing Working Group were circulated with the agenda.

RESOLVED

that the notes be agreed

37. CULTURE WORKING GROUP

The notes of the Culture Working Group were circulated with the agenda.

RESOLVED

A that the notes be agreed

B that Council did not wish to progress with the idea of a Hollywood – style sign for Street.

38. UPDATE ON LOCAL COMMUNITY NETWORKS

A report by the Clerk was circulated with the agenda.

RESOLVED

that Councillor Knickerbocker is the named local representative from Street Parish Council with Councillor Wolfers as sub-representative. The Clerk will submit the details to Somerset Council.

39 YMCA YOUTH OUTREACH PROPOSAL UPDATE

The report from the YMCA champions was circulated with the agenda.

Thanks were given to Cllrs Howiantz, Kellett and Leafe for their time in preparing the report and consideration given to its contents.

RESOLVED

A that the council will consider the next steps with regard to the YMCA proposal after its priorities and strategy session on the 19 July.

B that the champions (Cllrs Howiantz, Kellett and Leafe) will liaise with the YMCA with regards to funding from the Council towards the setting up of a summer youth club and be given delegated authority to agree with the YMCA funding for the summer youth club project up to a maximum of £2000.

40 CORRESPONDENCE/MINOR MATTERS

The Clerk submitted a report which had been circulated. Councillor Leyshon advised that streets cannot be named after a living person. When deceased, permission is required from their estate/descendant.

RESOLVED

A that the report be agreed.

B that the parish council would like to take part in the Street Naming and Numbering pilot and the Clerk will register the Council's interest in doing so.

C that the Council agree to an additional pro rata charge of £200 per hour should they wish to extend the priorities and strategy training day beyond the agreed 3pm finish.

D that the Council approve the year one revised cost from Blachere of £14,663.39 which includes the purchase by the Council of the icicle lights displayed on the parish rooms which will continue to be stored by Blachere.

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

County Councillor Shearer advised that she has moved from working on adult services to children services.

County Councillor Carswell advised that the planning application for pillars at the entrance to Merriman Park has been approved and plans are also progressing for the sensory gardens at Merriman Park. County Councillor Carswell also advised that he is now chairing the licencing subcommittee.

County Councillor Leyshon advised of concerns raised regarding residents parking permits in Grange Road, Brutasche Terrace and Church Road – namely concerns raised about the number of vehicles being parked. Councillor Leyshon advised that when a system is set up it is set up for that many properties identified and numbered and that many places and it cannot be extended. Councillor Napper advised that the parking space in Church Road narrows the road and causes problems when coaches cannot get through. This will be considered by the Highways Working Group.

#### 42. ACCOUNTS FOR PAYMENT

The latest bank reconciliations for all accounts at 31<sup>st</sup> May 2023 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 March, schedule of earmarked reserves and a consolidated summary.

#### RESOLVED

- A 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> May 2023 be noted and the schedule of receipts and payments for May be attached as Annex A to the minutes in the Minute Book in order to publish payments of £500 or more.
- B that Councillor Napper will make an appointment with the Acting Clerk/RFO to discuss the accounts and raise any questions he has.

#### 43. CCLA PUBLIC SECTOR DEPOSIT FUND (PSDF) ACCOUNT

The CCLA factsheet and statement for May 2023 had been sent to the Councillors and reviewed by Councillors Carswell, P.Goater and Sparkes who recommended that funds continue to be invested in the CCLA PSDF account.

#### RESOLVED

- A the report was agreed
- B that funds are retained in the CCLA PSDF account.

#### 44. MATTERS FOR REPORT

The Chair advised that there has been a water leak at the allotments which falls within the responsibility of the Parish Council. The leak is only accessible via a residents back garden. Quotes are currently being sought for the cost of repair and a

further report will come back to Council in due course. It is galvanised pipework that can leak at anytime even with repair.

Councillor Smith requested that equalities and inclusion training is considered by the Council and that the Council has a Communication Policy to ensure that councillors understand what is expected of them.

Councillor Reina advised of inconsiderate parking on Smithfield Road and Brookside Road preventing buses from getting through and preventing residents accessing or leaving their properties. These issues are encountered throughout the day and not simply at school times.

RESOLVED

- A that Councillor Sparkes will create a draft Communication Policy to bring back to Council
- B that the clerk will investigate equality and inclusion training available and report back in due course.
- C that the Highways Working Group will consider the parking issues at Smithfield Road and Brookside Road

The meeting ended at 9.22pm

Chair \_\_\_\_\_