

Ms Jenny Service
Clerk of the Council
6 Leigh Road
Street, Somerset
BA16 0HA

T: 01458 440 588

E: street.parish@street-pc.gov.uk W: street-pc.gov.uk



To Councillors:

Bryan Knickerbocker (Chairman), Nina Swift (Vice Chairman), Pam Birch, Simon Carswell, Deb Goater, Peter Goater, Jean Howard, Neil Howiantz, Nicholas Kellett, Andy Leafe, Terry Napper, Bruno Reina, Heather Shearer, Nicola Smith, Adrian Sparkes, 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 **ordinary meeting of the Parish Council** to be held in Room 6, Crispin Community Centre, Leigh Road, Street at **7pm on TUESDAY, 5th DECEMBER 2023**. The business to be transacted is set out in the agenda below.

**** Members are reminded that the council 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,

Jenny Service

Clerk to Street Parish Council

Date: 30th December 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: street.parish@street-pc.gov.uk or telephone: 01458 440588).

2. Somerset Councillor Reports

Short verbal reports are invited from Somerset Councillors, regarding matters affecting Street and the wider local community.

- **Cllr Liz Leyshon**
Deputy Leader of Somerset Council and Lead Member for Resources and Performance.
- **Cllr. Heather Shearer**
Associate Lead Member for Children's Social Care & SEND, Mendip West Division.
- **Cllr. Simon Carswell**
Chairman Licensing and Regulatory Committee, Street Division.

3. Police Report

To invite updates / a report from the Neighbourhood Policing Team.

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 Parish Council meeting held on 21st November 2023 (circulated) are approved as a correct record and direction given to be signed by the Chairman. *LGA 1972, Schedule 12, paragraph 41(1).*

4. Woods Batch and Farm Road underpass

- i. To receive the community petition 'Implement Safety Measures at Woods Batch Park/Underpass' (6 responses to date).
- ii. To discuss and consider anti-social behaviour at Woods Batch.
- iii. To consider whether the Parish Council wish to approach Somerset Council to take over maintenance and upkeep of both Woods Batch and Farm Road underpasses (particularly given the Somerset Council's asset and service devolution).
- iv. To consider signage. The 0845 number at the Woods Batch underpass may limit reporting of incidents.

5. Reports

i. Chairman's Report

The Chairman's report will include updates on activities and events since the last Council meeting.

ii. Clerk's Report

To receive a verbal report from the Parish Clerk. *To include updates/actions on behalf of the office (by exception).*

6. Committee Minutes

To note the receipt of DRAFT minutes of recent committee meetings.

Please note: These minutes have been circulated and will be approved at the next meeting of the respective Committee.

- i. Planning Committee (21st November 2023).
- ii. Policy & Finance Committee (28th November 2023).

7. Budget 2024/25

To set the Council budget and precept requirements for 2024/25. (*Local Government Act, 1972 s.151*).

To RECEIVE and CONSIDER RECOMMENDATIONS made by Policy & Finance Committee which met on 28th November 2023:

- i. To approve the Parish Council budget for 2024/35.
- ii. To agree general reserve and earmarked reserves for 2024/25 to include a new earmarked reserve of £75,000 for Somerset Council's Asset and Service Devolution.
- iii. To increase of General Reserves to 4 months' operating budget.
- iv. To set the precept requirement for 2024/25 at £718,000 (10% increase on 2023/24) which equates to £187.36 per year Band D equivalent (an annual increase of £17.74 from 2023/24).

8. Finances

To note that the regular reporting of finances including bank reconciliation will be deferred to January Parish Council meeting due to the timing of the November and December meeting.

9. Policies

A. Biodiversity Duty

To RECEIVE RECOMMENDED by Policy and Finance Committee

- i. To AGREE Biodiversity Duty response and ADOPT Biodiversity Policy (approved by Policy and Finance 28th November 2023).
- ii. To DELEGATE completion of a comprehensive Biodiversity action plan to Sustainable Street Working Group.

B. Communications Policy

- iii. To consider ADOPTION of Communications Policy (approved at Policy and Finance Committee 28th November 2023).
- iv. *Note: Policy and Finance Committee recommend it is important to agree nominated gatekeepers for control of communication.*

C. Terms of Reference and delegated powers

- v. To consider Policy and Finance Committee RECOMMENDATION that Policy and Finance Committee terms of reference are amended to delegate decisions on policies to the Policy & Finance Committee.

10. Working Groups and Committee Structure

To consider RECOMMENDATIONS around adoption of new Committee, Working Group and Task Finish and Group and Parish Council Champion structure following the recent Implementation Training Day.

- i. To consider proposal to change Highways Working Group to Highways Committee.
Please note: if change approved first meeting to include election of Chairman and Vice Chairman.
- ii. To consider proposal to create a Culture and Events Committee and agree membership.
Please note: if change approved first meeting to include election of Chairman and Vice Chairman.
- iii. To initiate review of Committee Terms of Reference (ToR).
Process: Committee to be provided with a template ToR and review existing ToR and delegated decision-making powers against them. Committee to take updated ToR to Policy and Finance Committee for review. Final approval required by full council.
- iv. To DELEGATE approval of Policies to Policy and Finance Committee.
RECOMMENDATION from Policy and Finance Committee 28th November 2023.
- v. RECOMMENDED: To initiate a full review / audit of Working Groups and Parish Council appointments to outside bodies / partnership organisation. To include consideration of possible requirement for 'champion' or 'liaison' roles. *Parish Council to consider delegating to Officer or Task and Finish Group.*

11. Tree Guards

To receive quotation from Bannell's Engineering for galvanised split tree guards. 2.1 tall, 1m diameter £480 +VAT each. Same spec as GTC. Members to consider (delegated budget set at October PCM was £1,200). GTC specification is cattle resistant. Consider suitability for location.

12. Members Motion - Community Energy Leaflet

To consider proposal to support Energy Leaflet. How to reduce your energy bills: 20 top tips for winter (through Sunlit Solar). *Enquiries relating to feasibility of printing and delivery are underway by Officers.*

13. Members Motion - Joint working with GCEEAC

To consider advantages of joint working with GCEEAC (Glastonbury Climate and Environmental Emergency Advisory Committee).

To CONSIDER MOTION REQUEST to agree to Sustainable Street joining with GCEEAC.

Note: Please note the Parish Council would need to consider how this would work from a structural point of view.

14. Salvation Army

To receive an update from Cllr Smith in relation to Salvation Army food bank services in the community. It has been reported that the Salvation Army struggle for resources in January particularly. Donations welcome.

15. Correspondence

To note and consider the following correspondence:

- Rights of way / public path information - resident of Strode Road reporting blocked footpath.
- Fall due to damaged gully, High Street. *Reported to Somerset Council.*

16. Items 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.

i. Items scheduled:

- Churchill Retirement Living – *public participation.*
- Speed Indicator Devices (SIDs) – *to receive a proposal for consideration from Highways Working Group.*
- Discover Your Community Event – *Health and Wellbeing focus. Please send Officer Price suggestions if you have any local organisations to approach.*
- Christmas lights.

ii. Other proposals raised at the Parish Council meeting.

17. Items to consider for Press Release

- YMCA Contract.
- Hindhayes Opal Platinum Play Award.
- Street Festive Market.
- Crime, safety, and anti-social behaviour in Street.

18. Date of Next Meeting

The next ordinary meeting of the Parish Council will take place at:

7pm on Tuesday 16th January 2024 at Room 6, Crispin Community Centre, Leigh Road, Street.