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To Councillors:

Bryan Knickerbocker (Chair), Nina Swift (Vice Chair), Pam Birch, Simon Carswell, 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 19th March 2024**. 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: 14th March 2024

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 Chair 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 public question time 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
Chair Licensing and Regulatory Committee, Street Division.

AGENDA

1. Apologies for absence

- i. To RECEIVE guidance on attendance and disqualification by absence previously circulated by clerk.
RECOMMENDED: That the Parish Council 'note' apologies as a general approach for all full council and committee meetings with discretion at the 5-month mark consider approval of apologies for absence in exceptional circumstances.
- ii. To RECEIVE and NOTE 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 20th February 2024 (circulated) are approved as a correct record and direction given to be signed by the Chair. *LGA 1972, Schedule 12, paragraph 41(1).*

4. 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 for any items not covered on the agenda. *To include updates/actions on behalf of the office (by exception).*
 - To note the revised date of the next Discover Your Community Event – Saturday 20th April 2024 Crispin Hall 10.00-14.30 - health and wellbeing senior focus.

5. Parish Council Vacancy

The Parish Council currently have one vacancy which can now be filled by co-option.

To RECEIVE co-option questionnaires and CONSIDER Parish Council co-option.

6. Annual Village Meeting

To note the arrangements for the Annual Village Meeting (previously referred to as the Annual Parish Meeting). *This meeting is hosted by the Parish Council for residents and Community Groups.*

The Annual Village Meeting will take place on Tuesday 26 March 2024, 6.30pm room 6, Crispin Community Centre. Agenda will be available on the Parish Council website.

7. 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. Culture and Events (31 January 2024 & 28 February 2024).
- ii. Planning Committee (Extraordinary Planning Meeting 8 January 2024, Extraordinary Planning Committee Meeting 15 January 2024, Planning Committee Meeting 16 January 2024 and Planning Committee Meeting 12 March 2024).
- iii. Policy & Finance Committee (6 February 2024).
- iv. Highways Committee (5 March 2024).

8. Probation Services – Community Payback
Probation Services are keen to expand their services in Street, all work must be not for profit. Probation run groups of supervised individuals to complete their unpaid work sentenced by the courts. This often comprises of gardening, decorating, litter picking and graffiti removal.
- i. To CONSIDER proposal from Probation Services to engage with Community Payback and receive a report from Cllrs and the Clerk following a meeting with Community Payback supervisor.
 - ii. *Note: A memorandum of understanding will need to be completed if the Parish Council resolve to go ahead as host partner.*
9. Somerset Council closure of Public Toilets
To NOTE the Somerset Council closure of the Public Toilets at *Southside Car Park, Vestry Road from 1 April 2024 and CONSIDER impact to residents.*
- *These toilets are open WINTER October to March (inclusive) 7am to 6pm and SUMMER April to September (inclusive) 7am to 8pm.*
 - *Town and Parish Councils are free to negotiate leases with Somerset Council free from any contractual obligations and make servicing arrangements at their own cost. Cost provided by Somerset Council estimated as £23,000 per annum per toilet block under the previous contract.*
10. Somerset Council CCTV
To RECEIVE a report from the Clerk on CCTV and CONSIDER Somerset Council request to fund 5 CCTV cameras for Street at a cost of £14,174 to keep the CCTV monitoring going.
Note: Mendip cameras will feed directly into Bridgwater House and will be monitored from one central control room from 1 April 2025. Somerset Council are currently undertaking work to upgrade the system and ensure all cameras are fully operational.
11. Somerset Council Asset and Service Devolution
- i. To RECEIVE an update from the Somerset Outsourcing Task and Finish Group.
 - ii. To RECEIVE updates from the Clerk following a meeting with Somerset Council.
 - iii. To AGREE next steps. *Note: Somerset Council have asked for Town and Parish Councils expression of interest / indication of scale of ambition.*
 - iv. To CONSIDER Highway's Committee recommendation to register interest to explore employment of Highways steward. Cost estimated £25,000 for 0.5 role employed through Somerset Council. *Note: Cllr Goater producing a list of routine tasks for Street.*
 - v. To NOTE the S106 monies available for Anthony Road/Church Road play area.
12. Motion Request – Flooding
To consider the following motion requests from Cllr Andy Leafe relating to Flood Risk and proposed development at Somerton Road:
- i. That Street Parish Council ask Somerset Council Planning Officers and developer Curo to revisit flood risk since outline planning permission was granted for the Somerton Road development in 2018.
 - ii. That Street Parish Council to ask central government to review flood mitigation approach and policy for new developments in the Somerset area.
Note: Motion request form detailing supporting information supplied.
13. Fire Inspection Report
- i. To RECEIVE the 3-yearly Fire Inspection Report and NOTE the actions underway by Officers.
 - ii. To RECEIVE an update on changes required to fire doors and RESOLVE that.

- iii. To CONSIDER booking of Parish Council meeting rooms:
RECOMMENDED: That room bookings require evac chair trained person as part of each booking.

14. Finances

- i. To NOTE the report from the RFO.
- ii. Accounts for payment and bank reconciliations
To APPROVE the income and expenditure for February 2024 and note the bank reconciliation.

The latest bank reconciliations for all accounts at 29 February 2024 have been prepared. A detailed income and expenditure report, bank reconciliation report and balance sheet have been sent to Members. Receipts and, payments to be authorised for February are detailed on the pages circulated and will appear as an annex to the minutes in the Minute Book. Each reconciliation and original bank statement will be signed by two Councillors as part of the monthly check of accounts and Councillors operating the Bankline payments system will also conduct an online check.

- iii. CCLA Public Sector Deposit Fund (PSDF) Account
To APPROVE retaining funds in the PSDF account.

The CCLA PSDF factsheet 1t 31 January 2024 and statement for February 2024 has been circulated with the agenda.

15. Safeguarding

The Safeguarding Policy was approved at Policy and Finance Committee (6th February 2024). Full Council to NOMINATE and APPROVE Safeguarding Officer and Deputy Safeguarding Officer.

16. Parish Council, Neighbourhood Policing and Partnership Working

- i. To NOTE that crime statistics are available on the Police website: [Street | Police.uk \(www.police.uk\)](https://www.police.uk)
- ii. To DISCUSS and CONSIDER Parish Council, Neighbourhood Policing and partnership working.
- iii. To CONSIDER setting up a Working Group to review crime and anti-social behaviour statistics for Street with Police to include partnership participation and agree membership if RESOLVED.

17. Equality Diversity & Inclusivity Working Group

To RECEIVE an update from Cllr Reina on behalf of the Equality, Diversity & Inclusivity Working Group.

18. Somerset Day

To RECEIVE an UPDATE on behalf of the Assistant Clerk relating to Somerset Day on 11 May 2024.

19. Festive Lights

To RECEIVE an UPDATE on behalf of the Assistant Clerk following a meeting with supplier.

20. Bleed Kit

To consider purchase and installation of NHS Bleed Kit (dispenser and bleed kit pouch) at a cost of £189+VAT to be situated alongside the defibrillator for emergency use in the event of a catastrophic accident / bleed.

Note: Bleed kit contains products designed to control or stop bleeding (2x trauma dressings, 2x haemostatic dressings and tourniquet).

21. Use of Logo

To consider request from Jump – formerly Walton Press reference use the Parish Council logo.

22. Correspondence

i. Avalon Farming and Food Forum (AFFF)

To receive correspondence and agree next steps. Avalon Farming and Food Forum wish to attend and present at a future PC meeting and have asked for a PC representative to attend meetings.

ii. Amulet Theatre, Shepton Mallet

Seeking expression of support from Street PC as part of grant funding application to COF Community Owned Funding). The Amulet is currently on the Theatres at Risk register but the vision is to reopen the building as a versatile venue hosting theatre productions and interactive space for diverse community groups across the local area. <https://buytheamulet.org.uk/>

iii. To NOTE further correspondence received.

23. 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.

24. Items to consider for Press Release

25. Date of Next Meeting

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

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