

Ms Jenny Service
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To Councillors:

Laura Wolfers (Chair), Andy Leafe (Vice Chair), Pam Birch, Alison Horgan, Terry Napper, Nicola Smith, Adrian Sparkes, Nina Swift.

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 a meeting of the **Culture & Events Committee** to be held in Room 6, Crispin Community Centre, Leigh Road, Street at **4pm on Wednesday 28th August 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
23rd August 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.

Public Question Time

Parishioners are invited to direct questions or comments to the Committee 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 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).

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 Culture and Events Committee meeting held on Wednesday 24th July (circulated) are approved as a correct record and direction given to be signed by the Chairman. *LGA 1972, Schedule 12, paragraph 41(1). Please note any suggested changes to the minutes needs to be proposed and approved at Full Council.*

4. Merriman Park Fun Day – Saturday 7th September 2024 & Beyond

RECOMMENDED: Members review the rota for availability and roles undertaken for the Fun Day and work with Merriman Park Community Group (MPCG) members to identify any outstanding actions for the day and solutions to resolve them (if any).

ACCE will review the Event Management Plan (EMP) and Risk Assessment (RA) and verbally report on updates regarding suppliers and operations SPC are responsible for the day.

Members of the committee are asked to put forward their ideas for managing the SPC stall on the day.

SPC and MPCG will continue discussions about the future vision for this popular community event.

5. Skate Park Banner

RECOMMENDED: The committee will offer feedback on the eye-catching designs (with and without SPC logo). With a view to discuss budgets at Policy & Finance for sustainable and durable production options to promote Street's skate park. ACCE to verbally provide costings acquired in time for the meeting.

6. Discover Your Community – Access Street – Saturday 28th September 2024

RECOMMENDED: To receive a verbal update from ACCE on the plans for the event and managing the event to prioritise accessibility of the venue.

Members to agree on the content for a questionnaire and required differentiation to gather meaningful data on the day.

Members to agree on the layout of Crispin Hall to enable maximum accessibility.

7. 200th Anniversary – Nortre-Dame-de-Gravenchon

RECOMMENDED: To consider options and prices for honouring these milestones.

ACCE to provide feedback on research and costings conducted so far.

8. Street Festive Market

RECOMMENDED: ACCE to verbally update on the Task & Finish Group (T&F) members and feedback from the council as to availability for the day and group to agree on the first T&F meeting date and time.

ACCE to verbally update on the requests for volunteers sent out and use of Millfield's PA system.

The committee are asked to put forward ideas for entertainment (particularly local talent/music/venues to collaborate with) for the event's duration.

9. Busking in Street

RECOMMENDED: ACCE to share other councils' guidance/policies and members to decide on viability/logistics of managing buskers for Street (n.b. Clarks Village operates a Busking Spot in juxtaposition to the High Street).

10. Funding Opportunities

RECOMMENDED: ACCE to verbally feedback on current funding opportunities (incl. contact with Clarks HQ) and the committee will identify projects to identify as viable options for progression.

- Cultural Interpretation Boards at the Library Gardens.
- Digital Display Boards in the village.
- Green spaces (as per devolution strategy).
- New Banners with localised design/heritage.

11. Puppet Emporium

RECOMMENDED: Members read the initial email correspondence from Glastonbury Puppets (attached) and decide whether the enterprise has collaborative potential for SPC and its events/committee/working groups etc.

12. Cultural Events – October & November 2024

RECOMMENDED: The committee to READ the attached and SELECT pertinent content for social media output over the two-month period.

ACCE to schedule accordingly. Please see supporting document attached.

13. Update on Outstanding Items from Previous Meetings. Report from ACCE:

- Brookside School's artwork on Street High Street.
- Clarks HQ meetings.

14. Fresher's Fair – Strode College – 5th September 8:30am – 11:30am

RECOMMENDED: Members decide whether there is sufficient resource for a static stall for SPC for the day or officers and members visit to support the day.

15. 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.

16. Date of Next Meeting

The next meeting of the Culture and Events Committee will take place at: 4pm on **Wednesday 25th September 2024** at Room 6, Crispin Community Centre, Leigh Road, Street.