



Glastonbury Town Council

Meeting of the Council held on Tuesday 13th February 2018 at 7pm in the Council Chamber at Glastonbury Town Hall

PRESENT: Councillors: D Abbott, A Black, J Brunsdon MBE, N Cottle, J Cousins, E George (Mayor), J Keery, W Knight, S Henderson, L MacDougall, S Thurgood and I Tucker

APOLOGIES: Councillors G Avalon, J Coles, D Michell and T Napper

IN ATTENDANCE: The Town Clerk
Terry Dowden (Macebearer)
Gary Knight (Macebearer)
David Greenway (Town Crier)
County Councillor L Leyshon
PCSO K Pack

Public Participation

- Angela Friend informed the Council that there was no heating or lighting for the multiple sclerosis exercise class at Tor Leisure last week.
- Chris Lavis reported that Morrisons had not yet sorted out the fencing etc to the balancing pond. Councillor Henderson said that the Manager is in dispute over ownership of the land and has referred it to Morrison's legal team.
- A local shop keeper spoke about the lack of cash machines in the town and the excessive cost of bus travel.

The peace candle was lit by James Manning and the meeting was preceded by a silent moment.

151. DECLARATIONS OF INTEREST

There were none.

152. REPORT FROM POLICE

The Mayor introduced PCSO Karen Pack as the new dedicated Town Council funded PCSO for Glastonbury. Karen confirmed that she will attend Town Council meetings if she is on duty but not on a rest day. She asked Councillors to email her with any information they think she may find useful. The Town Clerk will circulate Karen's contact details to Councillors along with a copy of her duty roster and place contact details on the website. She was pleased to be able to temporarily use Unit 2 in St Dunstan's Car Park for breaks etc.

Councillor Cousins said that the National Association of Local Councils is interested in hearing about the appointment of a Town Council funded PCSO.

153. LALIBELA - REPORT FROM HUGH SHARP

Hugh Sharp reported that it is 10 years since Glastonbury agreed to twin with Lalibela and the that impact the Lalibela Trust has had, has been immense. In total £516,000 has been raised for projects including building a maternity unit for the local hospital, 15 spring improvements to provide clean water, antenatal care and health posts. Millfield has selected Lalibela as their charity for the past 5 years. 65 Millfield pupils have visited Lalibela and have transformed the secondary school. Glastonbury Festival Medical Services and J A Clark Charitable Trust have been major donors. Hugh Sharp and his wife are winding down their involvement but there is still work to be done and he hopes that Glastonbury Festival Medical Services will help with the provision of ambulances. He encouraged Councillors to visit Lalibela.

154. REPORT FROM YOUTH COUNCIL

The Mayor reported that the Youth Council continues to meet fortnightly at the Red Brick Building and Street Youth Club. There are now 12 registered members with 9 or 10 attending regularly. In collaboration with Street Action for Youth they are arranging a community bake off combined with a community street clean. Work continues on the skatepark garden project.

155. REPORT FROM GLASTONBURY CHAMBER OF COMMERCE

Paul Manning updated the Council on recent activities. Membership is now 77. The AGM will be held in March.

156. MINUTES

- a) The minutes of the meeting of the Council held on 9th January 2018 were taken as read and signed by the Mayor as a correct record.
- b) The minutes of the meeting of the Promoting Glastonbury Committee held on 16th January 2018 were accepted.
- c) The minutes of the Property and Assets Committee held on 17th January 2018 were accepted.
- d) The minutes of the meeting of the Planning Committee held on 23rd January 2018 were noted.
- e) The minutes of the meeting of the Glastonbury in Bloom Committee held on 24th January 2018 were accepted.
- f) The minutes of the meeting of the Youth Provision Committee held on 6th February 2018 were accepted. Councillor Knight took the opportunity to report a potential hazard as skate park users are accessing the electric cabinet to turn on the floodlights.

157. DISTRICT COUNCILLOR REPORTS

Councillors Coles and Henderson provided written reports. Councillor Henderson reported that a meeting between Mendip District Council, the Town Council and Fusion to discuss the future of Tor Leisure is imminent and thanked the Mayor for her involvement in arranging this.

A member of the Cricket Club reported that the ECB has stepped in to help the club which has decided to remain at Tor Leisure but to go down a tier in the league and to regroup.

Councillor Cottle reported that the enforcement officer at Mendip District Council has overseen the removal of illegally parked caravans in the car park at St Edmund's Hall. One Windmill Hill resident has been allowed to keep their caravan in the car park whilst carrying out repairs. This has been moved away from the hall, nearer to the shop and surrounded by Heras fencing.

158. COUNTY COUNCILLOR REPORTS

Councillor Leyshon provided a written report which had been emailed to Councillors. She was pleased to report that she has secured a place on the EDF Transport Forum representing the Mendip area.

Councillor George reported that the bollards near the skatepark need reinstating.

Councillor Cottle reported potholes at Old Wells Road; water still flowing down Old Wells Road due to the spring and standing water at the junction of Gipsy Lane and Wick Lane due to a blocked culvert.

Councillor Leyshon will circulate a report she has received regarding the surface water on Old Wells Road and the blocked culvert.

159. SCHEDULE OF PAYMENTS

RESOLVED that the schedule of payments, now submitted, a copy of which is attached to the official minutes be approved and signed by two members as the Town Clerk's authority to make the payments.

Councillor Thurgood asked for a breakdown of expenses for St Dunstan's House for the next meeting.

160. BUDGET REPORT

The budget report to 31st January 2018 was circulated to Councillors and duly noted.

161. MAYOR'S ANNOUNCEMENTS

The Mayor provided a written report detailing events attended on behalf of the Town Council including that on 6th February she acted as a Mackenzie friend to a number of the Morlands Travellers Site residents at the pre-trial review at Taunton County Court. The hearing has been set for 7,8,9th March and she has managed to secure a barrister (pro bono) to act on behalf of the residents.

162. COMMUNICATIONS AND ANNOUNCEMENTS

Councillor Black reported that the Fairtrade Steering Group will be running an information stall at the Tuesday County Market during Fairtrade Fortnight and has been given permission to stock Fairtrade Trade goods in the Information Centre.

The Mayor reported on the activities of the Dementia Alliance Group. They are running a competition with the primary schools for a logo and residents of the care homes will judge the entries. Tesco has provided vouchers for prizes. A launch event is being planned to promote their work during Dementia Awareness Week.

163. CORRESPONDENCE

The following correspondence was noted:

- a) Somerset Waste Partnership Briefing – The Mayor had spoken to the Partnership whose plan is to be making roadside collections of all hard plastics and tetrapacs by 2020 and to reduce to 3 weekly collections for general waste.

Councillor Cousins had been contacted by a Frome Councillor regarding the Town Council resolution to discourage the use of single use plastics and whether there is any plan in place to implement the decision.

As there is currently no plan in place, it was **AGREED** that Councillors Cottle, Cousins, George and MacDougall should form a Task and Finish Group to look at how the Council manages the decision to encourage stopping the use of single use plastic.

- b) Letter of thanks from Glastonbury Community Christmas Lunch
- c) Correspondence from Rosalind Neville re Lowerside Allotments

The Town Clerk will contact Ms Neville to remind her that there is a meeting for allotment holders on 22nd February to inform them why the Town Council has asked Mendip District Council to include the allotment site in the Local Plan Part 2 for development land.

- d) Mendip District Council – Parish Information Bulletin – February 2018

164. REPORT FROM NEIGHBOURHOOD PLAN STEERING GROUP

Councillor Jon Cousins reported that at the last meeting the Group asked for the Neighbourhood Planning Officer's role which was planned to end at the beginning of May to be extended for six months to 31st October 2018.

In accordance with the Public Bodies (Admission to Meetings) Act 160 amended by the Openness of Local Government Bodies Regulations 2014, the press and public were excluded for the following item (164) due to the confidential nature of the business to be transacted.

165. REPORT FROM STAFFING COMMITTEE

The Town Clerk reported that a solicitor's letter has been received claiming damages for injuries sustained by a member of staff during a fall on Town Council premises. The matter has been passed on to the Council insurers. The member of staff is on long term sick leave and attributes the illness to the fall.

The Mayor, as Chair of the Staffing Committee, reported the following issues.

- As previously reported, the Town Council is now advertising for an administrative assistant to work primarily in the Information Centre for 20 hours per week.
- The Staffing Committee approved the request to continue the Neighbourhood Planning Officer's role to 31st October 2018.
- Following discussions with the Town Clerk and Deputy Town Clerk, it was agreed that from 1st November 2018 the Town Clerk and Responsible Financial Officer role should be split and that Jane Czornij takes on the Deputy Town Clerk/Financial Officer role on a part time basis (approximately 25 hours) and Gerard Tucker takes on the full time role of Town Clerk. Gerard Tucker will be required to take the CILCA (Certificate in Local Council Administration). Jane Czornij will continue as Clerk to the Burial Board and assist with the administration of St Edmund's Hall and Austin Memorial Homes.

The Staffing Committee took the new positions into consideration when setting the the 2018-2019 budget.

It was **RESOLVED** that the Town Council adopts the staffing strategy.

The Mayor asked Councillors not to circulate emails sent to Councillors to the wider public without permission. The Town Clerk will be working on a 'Netiquet' policy with a confidentiality statement to be attached to Council emails, especially in light of the new data protection laws.

166. ACTIONS

- Send contact details and PCSO roster to Councillors and post details on website.
- Nominations for Deputy Mayor to be discussed after next Town Council meeting.

- Check and secure electric cabinet at Skatepark.

Mayor, 13th March 2018