



GLASTONBURY TOWN COUNCIL

| Minutes of Property and Assets Committee held on 17th July 2024 at 7 pm | |
|---|---|
| Councillors Present | R. Cook, S. Henderson, M. Oakden, L. Osborn, P. Manning, Z. Price, S. Roney-Dougal, M. Smyth, M. White. |
| Apologies | Cllr Lokabandhu |
| Absent | Cllrs N. Cottle, and J. Cousins. |
| In Attendance | Town Clerk, Assistant Town Clerk, Climate Emergency and Resilience Officer and Town Hall Manager |
| Public Participation | 0 members of the public spoke during public participation. |

13. TO RECEIVE APOLOGIES FOR ABSENCE AND NOTE THE REASONS GIVEN

Cllr Lokabandhu had offered his apologies owing to a personal commitment. These apologies were duly **NOTED**.

14. DECLARATIONS OF PECUNIARY INTERESTS WHICH HAVE NOT ALREADY BEEN DECLARED

No further declarations were made.

15. TO APPROVE AND SIGN THE MINUTES FROM THE LAST MEETING AS A CORRECT RECORD

The minutes were considered a correct record and were **SIGNED** by the Chair.

16. TO RECEIVE A VERBAL UPDATE ON OUTSTANDING AND COMPLETED ACTIONS

The Town Clerk gave an update on outstanding actions that was **NOTED** by the committee.

17. TO RECEIVE AN UPDATE ON AND CONSIDER MATTERS RELATING TO FOOTPATHS

It was reported that unfortunately the sign that was installed at the top of Bushy Combe has been stollen. It will be replaced.

The Town Clerk gave a reminder for residents to report issues with Trees and Footpaths online at Somerset Council.

18. TO RECEIVE AN UPDATE ON PROGRESS TOWARD CARBON NEUTRALITY WITHIN THE TOWN COUNCIL'S ESTATE

The Climate Emergency and Resilience Officer gave an update to councillors.

It was proposed by Cllr Roney-Dougal to proceed with the draft proofing quotes and all other recommendations from The Climate Emergency and Resilience Officer. This was seconded by Cllr Henderson and **APPROVED** unanimously.

Initial:

Date:

1

19. TO CONSIDER UPDATES TO THE TOWN HALL BOOKING FORM

It was proposed by Cllr Smyth for the bookings team to use, where necessary, the PREVENT booking form. This was seconded by Cllr Henderson and **RESOLVED** unanimously.

20. TO CONSIDER A RECCOMENDATION FROM THE STAFFING COMMITTEE TO TURN THE SMALL HALL INTO THE TOWN COUNCIL OFFICE ONCE THE WORKS TO ST DUNSTAN’S HOUSE PROJECT

The councillors discussed what other meeting space will be available upon the completion of the building works.

It was proposed by Cllr Smyth that the Small Hall be used for The Town Council Office, and to go ahead and start researching this, with the Town Hall Manager staying in the current office space. This was seconded by Cllr Oakden and **RESOLVED** by majority (7:2:0)

21. TO CONSIDER WORKS TO THE TOWN HALL FIRE ALARM SYSTEM AS PART OF THE ST DUNSTAN’S HOUSE PROJECT

There was an update from the Town Clerk regarding why this work was needed and the benefits to the Town Council.

It was proposed by Cllr White to adopt the Town Clerks recommendation. This was seconded by Cllr Oakden and **RESOLVED** unanimously.

22. TO RECEIVE AN UPDATE AND CONSIDER MATTERS RELATING TO ST DUNSTAN’S HOUSE CAR PARK AND COTTAGE

There was an update from the Town Clerk including that we are waiting for an agreement from Somerset Council regarding the car park.

23. TO NOTE THE DATE OF THE NEXT MEETING

The next meeting will be held on the 18th September. This was **NOTED** by councillors.

| | |
|----------------|--------------|
| SIGNED: | DATE: |
|----------------|--------------|