



# GLASTONBURY TOWN COUNCIL

<b>Minutes of Full Council held on 13 May 2025 at 7pm</b>	
Councillors Present	R. Cook, N. Cottle, J. Cousins, I. Donfrancesco, S. Henderson, Lokabandhu, L. MacDougall, P. Manning, I. Mutch, M. Oakden, Z. Price, S. Roney-Dougal, and M. White.
Apologies	Cllrs Smyth, Napper and Osborn
Absent	None
In Attendance	Town Clerk, 2 Macebearers, Town Crier, and 14 members of the public
Public Participation	2 members of the public spoke during public participation. The subjects raised included: 1. Allotments 2. Unauthorised Encampment 3. Issues in town 4. Gaza 5. CIC Proposals

Prior to the meeting the Mayor, Cllr Lokabandhu gave his gratitude to fellow councillors, macebearers, Town Council staff, and the Mayoress for their support and commitment during his time as Mayor.

## **1. TO ELECT A TOWN MAYOR FOR THE ENSUING YEAR**

Cllr Cousins proposed that Cllr White be the Mayor for the ensuing year. This was seconded by Cllr Cottle and **RESOLVED** unanimously.

## **2. MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE AND ACCEPTANCE SPEECH**

Cllr White thanked the Council and asked if members could address misinformation regarding the council and Glastonbury, he welcomed his Mayoress and announced his charity for the year will be Promise Works.

Cllr White then **SIGNED** the declaration of acceptance of office.

## **3. TO APPOINT THE MAYOR'S CHAPLAINCY FOR THE ENSUING YEAR**

Cllr White spoke about his chaplain, who unfortunately could not be present at the meeting but would be introduced to the Council at a future meeting.

## **4. TO ELECT A DEPUTY MAYOR FOR THE ENSUING YEAR**

Cllr Henderson proposed that Cllr Price be Deputy Mayor and this was seconded by Cllr Oakden and **RESOLVED** unanimously.

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## **5. TO APPOINT THE MACEBEARERS FOR THE ENSUING YEAR**

Terry Dowden is staying appointed as a Macebearer for the 2025-26 year. Rosie Mgbeojikwe is stepping down, Councillors thanked her for her efforts this year and wished her well. The Council will advertise for a replacement shortly.

## **6. TO RECEIVE REPRESENTATIONS FROM MEMBERS OF THE PUBLIC WHO HAVE REGISTERED TO SPEAK**

The details of topics raised during Public Participation are listed at the top of these minutes.

## **7. TO RECEIVE APOLOGIES FOR ABSENCE AND NOTE THE REASONS GIVEN**

Cllr Osborn offered apologies owing to work commitments, Cllr Smyth, and Napper also offered apologies but owing to personal commitments. These apologies were duly **NOTED**.

## **8. DECLARATIONS OF INTEREST**

No declarations were made in addition to those already disclosed to the Monitoring Officer.

## **9. TO APPROVE AND SIGN THE MINUTES OF THE LAST MEETING AS A CORRECT RECORD**

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

## **10. TO RECEIVE AN UPDATE ON ACTIONS FROM THE LAST MEETING**

An update on actions was given from the Town Clerk, several items are on the agenda for tonight's meeting. News releases were completed and work to apply for Planning Permission for works to the Town Hall progresses.

## **11. TO REVIEW AND ADOPT:**

### **a. STANDING ORDERS**

Changes to the standing orders were discussed following feedback from Councillors during the year.

Cllr Price proposed that the Standing Orders be readopted, as they were adopted last year, without any changes. This was seconded by Cllr Cousins and **RESOLVED** unanimously.

### **b. CODE OF CONDUCT FOR COUNCILLORS**

Cllr Henderson proposed that the Code of Conduct for Councillors, based on the Local Government Associate Model for Somerset, be readopted. This was seconded by Cllr Mutch and **RESOLVED** unanimously.

## **12. TO APPOINT SIGNATORIES FOR THE TOWN COUNCIL'S BANK ACCOUNTS**

Cllr Donfrancesco, White, Lokabandhu, and Mutch to be signatories for the Unity Trust account. Cllrs White and Cousins are to remain as signatories for HSBC and Nationwide.

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### **13. TO CONSIDER ABOLISHING THE YOUTH PROVISION COMMITTEE AND ESTABLISHING AN OPERATIONS AND SERVICES COMMITTEE TO INCLUDE FUNCTIONS LISTED IN THE DRAFT TERMS OF REFERENCE**

The Town Clerk updated the Councillors that the Youth Provision Committee is to be moved to the new Operations and Services Committee.

It was proposed by Cllr Cousins an amendment to the name of the committee, Operations, Youth and Services Committee. This was seconded by Cllr Henderson and **RESOLVED** unanimously.

Cllr White proposed to adopt the Terms of Reference with the above name. This was seconded by Cllr Roney-Dougal and **RESOLVED** unanimously.

The membership was agreed as follows: Cllrs Michael White, Serena Roney-Dougal, Zoe Price, Jon Cousins, Lindsey MacDougall, Paul Manning, Margaret Oakden, Nick Cottle.

### **14. TO CONSIDER THE TERMS OF REFERENCE FOR, AND APPOINT MEMBERS TO COMMITTEES, SUB-COMMITTEES, AND ADVISORY COMMITTEES**

Changes to the Terms of Reference for the Frost Fayre Committee and the Property and Assets Committee were considered. Cllr Henderson proposed that the changes be adopted and that unchanged Terms of Reference be carried forward. This was seconded by Cllr Roney-Dougal and **RESOLVED** unanimously.

Members who were not present but who had expressed a wish to join a committee are identified with an asterisk (\*) below.

#### **PROPERTY AND ASSETS COMMITTEE**

The membership was agreed as follows: Cllrs White, price, MacDougall, Roney-Dougal, Cousins, Maning, Lokabandhu, Henderson, Oakden, Cottle, Osborn\*, Smyth\*, and Cook\*.

#### **FINANCE AND GENERAL PURPOSES COMMITTEE**

The membership was agreed as follows: Cllrs White, price, MacDougall, Roney-Dougal, Cousins, Manning, Lokabandhu, Henderson, Cottle, and Smyth\*.

#### **STAFFING COMMITTEE AND SUB-COMMITTEE**

The membership was agreed as follows: Cllrs White, Price, Lokabandhu, Smyth, and Oakden.

#### **PLANNING COMMITTEE**

The membership was agreed as follows: Cllrs MacDougall, Roney-Dougal, Mutch, Cousins, Manning, Henderson, and Cook\*.

#### **GLASTONBURY IN BLOOM COMMITTEE**

The membership was agreed as follows: Cllrs White, Mutch, Oakden, Cousins, and Lokabandhu.

### **A361 COMMITTEE**

It was Proposed by Cllr MacDougall that this committee's remit be delegated to the 2030 committee and that it be disbanded. This was seconded by Cllr Cottle and **APPROVED** unanimously.

### **2030 COMMITTEE**

The membership was agreed as follows: Cllrs White, MacDougall, Donfrancesco, Cousins, and Roney-Dougal.

### **ARTS, CULTURE, AND EVENTS ADVISORY COMMITTEE**

The membership was agreed as follows: Cllrs Oakden, Price, Cousins, Lokabandhu, and Osborn\*.

### **ST DUNSTAN'S HOUSE PROJECT IMPLEMENTATION SUB-COMMITTEE**

It was proposed by Cllr Cousins that this committee's remit be delegated to the Property And Assets Committee and that it be disbanded. This was seconded by Cllr White and **RESOLVED** unanimously.

### **FROST FAYRE COMMITTEE**

The membership was agreed as follows: Cllrs Price, Oakden, Manning, and White.

### **CLIMATE AND ECOLOGICAL EMERGENCY ADVISORY COMMITTEE**

The membership was agreed as follows: Cllrs Roney-Dougal, Cousins, MacDougall, and Smyth\*.

### **NEIGHBOURHOOD PLAN ADVISORY COMMITTEE**

The membership was agreed as follows: Cllrs MacDougall, Roney-Dougal, Donfrancesco, Cousins, maning, Smyth\*, and Cook\*.

### **TOWN CENTRE CRIME REDUCTION ADVISORY COMMITTEE**

Cllr Henderson proposed that the Terms of Reference be amended to allow eight Councillor representatives to this committee. This was seconded by Cllr Oakden and **RESOLVED** unanimously.

The membership was agreed as follows: Cllrs White, MacDougall, Mutch, Donfrancesco, Lokabandhu, Manning, Henderson, and Oakden.

### **WORLD HERITAGE STATUS ADVISORY COMMITTEE**

The membership was agreed as follows: Cllrs White, Price, MacDougall, Roney-Dougal, Donfrancesco, Cousins, Lokabandhu, Manning, Oakden, and Smyth\*.

## **15. TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES**

### **GLASTONBURY TOWN DEAL BOARD**

It was proposed by Cllr White that Cllr Lokabandhu be the Glastonbury Town Council representative. This was seconded by Cllr Napper and **RESOLVED** unanimously.

### **AUSTIN MEMORIAL HOMES CHARITY**

Cllrs Henderson, Cottle, Price, and White

### **GLASTONBURY AND SHARPAM JOINT BURIAL COMMITTEE**

Cllrs White, Cousins, Cottle, Manning, Price, Henderson, and Lokabandhu

### **AVALON AND POLDENS LOCAL COMMUNITY NETWORK**

Cllr MacDougall

### **FAIRTRADE**

Cllr MacDougall

## **16. TO CONSIDER COUNCILLOR REQUESTS FOR A COUNCIL-ISSUED LAPTOP FOR OFFICIAL USE, WITH THE AIM OF SUPPORTING EFFECTIVE COMMUNICATION, DOCUMENT ACCESS, AND DIGITAL PARTICIPATION IN MEETINGS**

It was proposed by Cllr Cousins that the Council approve this request and delegate this task to the Town Clerk to purchase the items for councillors. This was seconded by Cllr Donfrancesco and **RESOLVED** unanimously.

## **17. TO CONSIDER THE SCHEDULE OF PAYMENTS**

The schedule of payments was reviewed and **SIGNED** by the Chair and another member.

## **18. TO NOTE THE RESOLUTIONS OF DELEGATED COMMITTEES**

The resolutions were **NOTED**.

## **19. TO RECEIVE UPDATES FROM ADVISORY COMMITTEES AND CONSIDER RECOMMENDATIONS FOR DECISION**

It was proposed by Cllr Cousins that the recommendation from the Climate and Ecological Emergency Committee to print and distribute a leaflet using their left over funds be accepted. This was seconded by Cllr Henderson and **RESOLVED** unanimously.

## **20. TO RECEIVE UNITARY COUNCILLOR'S REPORTS**

Cllr Cottle gave a verbal update and stated that a written update was to follow.

## **21. MAYOR'S ANNOUNCEMENTS**

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Cllr White proposed that we suspend the standing order 3x and extend the meeting by 10 minutes to conclude the listed business. This was seconded by Cllr Cousins and **RESOLVED** unanimously.

The World Heritage open day is on 24<sup>th</sup> May and the public are encouraged to attend so that the Council can listen to the community.

## **22. COMMUNICATION AND ANNOUNCEMENTS**

The issues concerning the police and antisocial behaviour in the town were highlighted by several councillors and the Town Centre Crime Reduction Advisory Committee would liaise with the Police on these matters.

Cllr Cousins raised the funding struggles with the Axe and Brue Internal Drainage Board and Somerset Rivers Authority; highlighting that a reduction in service is to be expected. The Millstream was highlighted during this discussion, with Cllr Manning stating that an issue upstream was to blame for the lack of flow, and that the Environment Agency were aware.

## **23. CORRESPONDENCE**

No correspondence has been received.

## **24. NEWS RELEASES**

News releases on the Town Council's new committee, new Mayor, the historic Market Charter coming back to the Town Council, and the upcoming World Heritage open day would be distributed.

## **25. ACTIONS ARISING FROM THE MEETING**

The Town Clerk noted several actions arising from the meeting including Leaflet delivery, update signatories for the bank account, news releases and reminder for committee meetings calendar to councillors.

## **26. TO NOTE THE DATE OF THE NEXT MEETING**

The next meeting will be held on Tuesday 10<sup>th</sup> June 2025

<b>SIGNED:</b>	<b>DATE:</b>
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