



GLASTONBURY TOWN COUNCIL

Minutes of Property and Assets Committee held on 29 May 2024 at 7 pm	
Councillors Present	J. Cousins, S. Henderson, Lokabandhu, M. Oakden, Z. Price, S. Roney-Dougal, M. Smyth, M. White
Apologies	Cllr P. Manning
Absent	Cllrs R. Cook, N. Cottle, and L. Osborn
In Attendance	Town Clerk and Town Hall Manager
Public Participation	0 members of the public spoke during public participation.

1. TO ELECT A CHAIR

Cllr Henderson proposed that Cllr Smyth be the Chair for the ensuing year. This was seconded by Cllr White and **RESOLVED** unanimously.

2. TO ELECT A DEPUTY CHAIR

Cllr Smyth proposed that Cllr Lokabandhu be Deputy Chair for the ensuing year. This was seconded by Cllr Henderson and **RESOLVED** unanimously.

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

Cllr Manning had offered apologies owing to a conflicting meeting. These apologies were duly **NOTED**.

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

No further declarations were made.

5. 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.

6. 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.

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

Cllr Smyth gave an update on footpaths and thanked the Town Council team for the new signage installed at Bulwarks Lane directing walkers to the Tor.

Cllr Henderson proposed that it be recommended to Full Council to spend up to £2,000 on footpath clearance and maintenance. The list of works would be coordinated by Cllr Smyth and provided to the Town Clerk. This was seconded by Cllr Smyth and **RESOLVED** unanimously.

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Cllr Smyth proposed that the Staffing Committee consider the capacity for outside services at a future meeting. This was seconded by Cllr Oakden and **RESOLVED** unanimously.

8. TO CONSIDER THE MEMORANDUM OF UNDERSTANDING FOR FISHER'S HILL RECREATION GROUND

Cllr Lokabandhu presented a revised MOU to the committee for consideration.

Cllr Smyth proposed that the revised MOU be agreed and signed and copies of the necessary Risk Assessments and Policies be kept on file. This was seconded by Cllr Oakden and **RESOLVED** unanimously.

9. TO RECEIVE A VERBAL UPDATE ON RECENTLY COMPLETED IMPROVEMENT PROJECTS

a. CHILKWELL STREET RAILINGS AND PLANTERS

An update was given and thanks was paid to the painter for his hard work.

b. ADDITIONAL BOULDERS AT GLASTONBURY TOR

Cllr Lokabandhu gave an update on the successful relocation of additional boulders donated by the Beckery Island Regeneration Trust to around the Tor to prevent anti-social parking.

10. TO CONSIDER POTENTIAL IMPROVEMENT PROJECTS

a. SILVER STREET / HANOVER SQUARE BIN SCREENS

Cllr Lokabandhu spoke of the negative response from Highways to this request and that all which could be done at this time had been done.

b. REPAINTING ST JOHN'S CHURCH RAILINGS

Cllr Smyth spoke to this project following from the success of the railings at Chilkwell Street.

Cllr Smyth proposed that it be recommended to full Council that it spend up to £3,000 having these railings repainted. This was seconded by Cllr Cousins and **RESOLVED** unanimously.

c. CHRISTMAS LIGHTS

The Town Clerk outlined the need to replace the Town Council's stick of Christmas lights for the Market Cross Tree and also for the shopfront trees.

Cllr Smyth proposed that new lights as specified be purchased for the Market Cross Tree from Blachere Illumination and that 40 sets of multi-coloured LED lights be purchased for shops subject to receiving more information as to the suitability of the intended lights. This was seconded by Cllr Henderson and **RESOLVED** unanimously.

11. TO RECEIVE AN UPDATE ON AND CONSIDER MATTERS RELATING TO THE TOWN HALL

a. FIRE ALARM

The committee were made aware of works required to the Fire Alarm to link with the works at St Dunstan’s House, but no specific detail was available for the meeting.

b. ASBESTOS REMOVAL

The Town Clerk informed the committee that the asbestos under the stage in the Main Hall, identified in the most recent survey, had been removed.

c. POWER SUPPLY

Cllr Cousins proposed that Houghton Greenlees mechanical and Electrical Engineers be instructed to undertake a heating report for the Town Hall to ascertain the feasibility of an efficient, renewable heating source for the building. This was seconded by Cllr Roney-Dougal and **RESOLVED** unanimously.

d. THERMAL IMAGING CAMERA

The committee were informed that the Climate Emergency and Resilience Officers’ choice of camera had been purchased.

e. COUNCIL OFFICES

The committee were asked by the Town Clerk to consider, ahead of a future meeting, the idea of turning the Small Hall into an open plan office for the Town Council’s staff once works to St Dunstan’s House are complete. This is to create a fit for purpose space for the entire team to work together in as the current office accommodation is no longer fit for purpose. Other ideas such as additional freehold, leasehold, or rented property were considered, as well as other spaces in the Town Council estate, but no decision was required.

12. TO NOTE THE DATE OF THE NEXT MEETING

The next meeting will be held on 17 July 2024.

SIGNED:	DATE:
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