



GLASTONBURY TOWN COUNCIL

Minutes of Arts, Culture and Events Committee held on 1 st October 2025 at 7pm	
Councillors Present	J. Cousins, L. Lokabandhu, M. Oakden.
Apologies	Cllr. Z. Price, L. Lyte, T. Webster, G. Avalon, E. Munro, I. Zvonar
Absent	L. Osborn
In Attendance	Scarlet B. Shaffer (Committee Clerk) Katie Armstrong (Assistant Town Clerk) Andrew Lidster (GIC and Tribunal Museum Manager) S. Madog, K. Shaw, M. Claridge, Z. Hanley, K. Knuepfer, Z. Bruce C. Hunter, C. Franklin, P. Weston, V. Steward, T. Brown, D. Bradley, Sonya, C. Ap-Farendar
Public Participation	None

27. TO RECEIVE APOLOGIES FOR ABSENCE AND NOTE REASONS GIVEN

Apologies were received from Cllr. Z. Price (Work commitment) T. Webster (Diary clash)
L. Lyte (Work commitment) G. Avalon (Diary clash) E. Munro (Diary clash) I. Zvonar (family commitment)

These apologies were duly **NOTED**.

Katie Armstrong (Assistant Town Clerk) left the meeting at 8.30pm

28. DECLARATIONS OF INTEREST

Z. Hanley is a trustee of Yeast Scrap-store

29. TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON 10th SEPTEMBER 2025

The minutes of the meeting held on the 10th September 2025 were **SIGNED** by the Chair, as a true record of the meeting.

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30. TO REVIEW THE ACTIONS OF THE LAST MEETING

Committee Clerk

- Prepare a detailed budget update and balance for the October meeting budget setting exercise.
- Invite Vicki Steward to the October ACE meeting
- Assimilate all Samhain event narrative by Monday 15th September and submit to the Oracle for publication.
- Submit an article to The Oracle explaining what ACE is, what they do and how community members can reach us
- Submit to Glastonbury Nub News - Samhain programme of events
- Submit to Glastonbury Town Events Page.- Samhain programme of events
- Resend the Calendar Wheel of Events to ACE members
- Invite local schools to the mask making/ heart decorating event on 31st October
- Liaise with GIC manager to display Glastonbury Remembrance folder in the Tourist Information Centre at the Town Hall.

ACE Members

- Email Committee Clerk with narrative for the Oracle advert by Friday
- Elliot – Email Committee Clerk with revised Samhain leaflet design and text.
- Town Crier – liaise with former Town crier David Greenway on the forthcoming Mediaeval Baebes concert

31. SAMHAIN WORKING GROUP UPDATE

The Committee Clerk presented the current working document for the Samhain leaflet. This was amended and once finalised, will go to print. The leaflet will be distributed week beginning 20th October. The Committee Clerk presented three quotes from local companies and the committee decided on having 400 leaflets printed by the local Glastonbury company Jump. Z. Hanley explained to the committee what the “Sleeping Tree Mask Making & Heart Decorating” event entailed, and that it is free to all participants. Z. Hanley asked the committee to consider donating £100 for the materials the Scrap-store are providing. This was agreed.

P. Weston proposed a recommendation for the Arts, Culture and Events Committee to pay Yeast Scrap-store £100, to cover the cost of materials for the children’s Samhain Event “Sleeping Tree Mask Making & Heart Decorating” on Thursday 30th October. This was seconded by Cllr M. Oakden and **RESOLVED** unanimously with one abstention.

Cllr. Lokabandhu proposed a recommendation for the Arts, Culture and Events Committee to have 400 leaflets printed to promote the Samhain week of events. This was seconded by K. Shaw and **RESOLVED** unanimously.

The Committee discussed event promotion and what has already been implemented by the ACE group. A Communications Officer would greatly reduce the amount of time taken up with designing leaflets, sharing on social media platforms, and adding to the council’s Arts, Culture and Events page. The appointment would be a bridge between the community and council events and assist in raising awareness in the town of what is happening and where. Cllr. Cousins suggested

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and agreed to conducting research as to what other parishes are providing in the local surrounding towns.

P. Weston proposed a recommendation to Full Council to consider appointing a full time Communications Officer. This was seconded by M. Claridge and **RESOLVED** unanimously with one abstention.

32. REMEMBRANCE DAY WORKING GROUP UPDATE

The Committee Clerk gave an overview of the last Remembrance Working Group meeting. The newly instated Vicar Alice Watson from St John's Church attended. The working group are in the process of putting together a booklet for information on the day. E. Munro submitted a design for consideration to be used on the front cover of the booklet. The committee gave some general feedback and this will be discussed further at the next Remembrance Working Group meeting to be held on Monday 27th October at 7pm.

33. TO CONSIDER SETTING A BUDGET FOR 2026/2027

The Committee Clerk presented an up to date budget including costings and expenditure. The Committee considered the cost of their events to date and projected costings for 2026/2027. The Committee Clerk has circulated The Calendar Wheel of Events and this will be used as a guide to form an ACE annual events calendar for 2026. Glastonbury Pride asked for consideration to be given to assisting with their marshalling costs for 2026. Marshalling for events will be added to the agenda for the next meeting. K. Knuepfer from Glastonbury Pilgrims enquired whether the ACE budget could accommodate assisting with town hall fees for individual organisations who cannot meet the price increase. The Committee Clerk will consult with the Responsible Finance Officer on this matter. After careful consideration of the amount remaining, and taking into account additional costs for Beltane 2026, including marshalling and security-barrier protection for exits and entry ways, the ACE committee will submit a recommendation to Glastonbury Finance and General Purposes Committee to consider allocating a budget amount of £6,000 for the coming financial year.

P. Weston proposed a recommendation to Finance and General Purposes Committee to consider allocating £6,000 to the Arts, Culture and Events Committee for their annual events budget 2026/2027. This was seconded by Cllr Oakden and **RESOLVED** unanimously

34. TO CONSIDER OTHER MATTERS RELATING TO ARTS CULTURE AND EVENTS IN GLASTONBURY

S. Madog raised the issue of the Glastonbury Town Council's community notice board on the external wall, looking unkempt and jaded. The Committee discussed the possibility of moving the location of the board further up the wall to allow for more visibility. The Committee Clerk was asked to obtain quotes for moving the board and improving the aesthetics. S. Marks is responsible for putting information in the notice board. The Committee Clerk will circulate her email address.

P. Weston enquired as to whether the date is free in the main hall for St George's Day April 23rd 2026. The Committee Clerk confirmed the slot has been reserved in the diary for both the day and evening.

Cllr. Lokabandhu and Pilgrims Manager K. Knuepfer hold a weekly radio show named “Avalonian Pilgrims.”

T. Brown gave the date of 12th December for the second heart event.

35. ALLOCATIONS OF ACTIONS FROM THE MEETING

Cllr. Cousins

- To research whether local surrounding towns employ a communications officer.

Committee Clerk

- To submit to Finance and General purposes a recommendation of budget allocation
- To submit to Full council a recommendation of considering employing a full time Communications Officer /To pay £100 to Yeast Scrap-Store.
- Consult with the R.F.O on hire fees at the Town Hall for external organisations.
- 400 leaflets to be printed and delivered for the Samhain week promotion
- Obtain quotes for the possible moving of the external GTC community notice board and improving the aesthetics. Circulate S. Marks email for members to submit event information.

36. TO SET DATES FOR FUTURE MEETINGS

Wednesday 10th December 2025

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