



GLASTONBURY TOWN COUNCIL

Minutes of Neighbourhood Plan Advisory Committee held on 2nd October 2024 at 7pm	
Councillors Present	J Cousins, I Donfrancesco, L MacDougall, P Manning, S Roney-Dougal
Guests	Liz Bourne (Plan-Et) and Becky Hopkinson (Plan-Et)
Apologies	Cllrs Lokabandhu & M Smyth
Absent	Mr P Lund & Mr K Redpath
In Attendance	S Hallam (Committee Clerk)
Public Participation	N/A

22. Apologies for absence.

Apologies were received from Cllr Lokabandhu (unwell) and Cllr Smyth (work commitments) - these apologies were duly NOTED.

Mr P Lund and Mr K Redpath were absent.

23. To approve & sign as a correct record the minutes of the meeting held on 26th June 2024.

The minutes of the meeting held on 26th June 2024 were signed by the Chair as a true record of the meeting.

24. Declarations of interest.

Cllr Cousins – Member of Town Deal Board and Trustee of St Edmunds Community Hall

Cllr Roney-Dougal – Trustee of St Edmunds Community Hall, Director of Bushy Coombe Land Trust and Director of Friends of Bride’s Mound

Cllr Manning – knows owner of 86 Roman Way (Call for Sites); Member of Glastonbury Town Deal Board; Member of the Board of Glastonbury & Street Chamber of Commerce; Trustee of St Margaret’s Chapel; Director and Trustee of Beckery Island Regeneration Trust (Call for Sites); Director of Glastonbury Community Development Trust; Non-Executive Director of South West Mutual; Member of Glastonbury Conservation Society and Glastonbury Antiquarian Society

Cllr Smyth – Chair of Common Moor Allotment Society and Member of Glastonbury Conservation Society.

25. Update on Actions from last meeting.

1. Committee Clerk emailed changes/pictures for leaflet to Becky.
2. Committee Clerk emailed Vision & Objectives draft Survey to the Committee for their approval. Survey was opened in early August online and on GTC Website and social media. It was also sent via Royal Mail Direct Marketing Service to the Community. Deadline for responses was end of September.
3. Committee Clerk looked at dates for the Community Engagement Event in October/early November. Sunday 3rd November was agreed as the date.
4. Committee Clerk added all the photos to the shared folder with Plan-Et.

26. Update from Plan-Et on Vision & Objectives Survey

B Hopkinson & Liz Bourne provided update/responses to the Survey.

B Hopkinson advised that we had received 589 responses, which is 6% response rate, which is above average.

B Hopkinson advised that there were a lot of comments regarding caravans. Cllr Cousins advised that there are 2 sites that Somerset Council and the Town Deal are looking at in an attempt to create a traveller site. It was suggested that we should reference this in the NP. Cllr Cousins suggested Plan-Et making contact with Jane Sharp at Somerset Council regarding a van site in the Neighbourhood Plan.

Action – Committee Clerk to get contact details for Jane Sharpe at Somerset Council and their Traveller Liaison Officer, Edwina Heard?

A general discussion took place regarding the feedback and comments received, and B Hopkinson suggested the Advisory Committee reads all of the comments.

B Hopkinson will share the report and data with the Committee Clerk, which can then be shared with the Community via social media / website and the Open Day.

Committee Clerk to share the survey results with Plan B Group – Cllrs Indra Donfrancesco, Paul Manning, Michael White and Ian Tucker.

Cllr Cousins and the Advisory Committee would like to thank Plan-Et and the Committee Clerk for their hard work putting together the survey and sharing it with the Community via social media and Royal Mail Door to Door Drop and collating all of the responses received.

27. Parsons Farm

Cllr Roney-Dougal advised that she had spoken with Mr Parsons who is happy for his land to be put forward as a Rural Exception Site. He agrees it cannot be a “normal” site as it floods, but he is very happy to do whatever to make the site suitable.

Cllr Cousins asked do we need to do this formally? L Bourne advised that the conversation between Cllr Roney-Dougal and Mr Parsons is enough, but we can get feedback on this topic at the screening stage. L Bourne advised that we can draft a policy together with evidence and put that to Mr Parsons.

Cllr Donfrancesco advised it would be useful to have a copy of the soil samples and suggested contacting Bonita Everson at Bridies Farm and asking if we can have a copy of the site report for Parsons Farm.

Action: Committee Clerk/Cllr Donfrancesco

28. Arrangements/Plans for the Community Engagement Event on Sunday 3rd Nov 2024

The Committee discussed the Open Day.

Items required:-

- Poster Advert for Open Day
- Maps of the 4 Sites together with a larger map showing where the locations are within Glastonbury – A3 size (2 copies)
- Copies of Policies for displaying – A3 size (2 copies)
- Vision & Objectives for displaying – A1 size (2 copies)
- Leaflets / QR Code– Plan-Et sorting.
- Timing – 11am to 4pm for the Drop In Event.

29. Actions.

Committee Clerk / Plan-Et – arrangements for open day.

Committee Clerk – obtain copy of site report for Parsons Farm from Bonita Everson at Bridies Farm.

Committee Clerk to obtain contact details for Jane Sharp at Somerset Council and the Traveller Liaison Officer.

Plan-Et to share report/data from Vision & Objectives Survey.

30. Date of Next Meeting

The date of the next meeting will be Wednesday 13th November 2024 at 7pm in the Council Chamber with Plan-Et joining via Zoom link.

SIGNED:	DATE:
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