



GLASTONBURY TOWN COUNCIL

Minutes of Full Council held on 09 June 2026 at 7pm	
Councillors Present	R. Cook, J. Cousins, I. Donfrancesco, S. Henderson, Lokabandhu, L. MacDougall, P. Manning, I. Mutch, T. Napper, M. Oakden, L. Osborn, Z. Price, S. Roney-Dougal, M. Smyth and M. White.
Apologies	E. King
Absent	None
In Attendance	Town Clerk, Assistant Town Clerk, 1 Macebearer, and 25 members of the public

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

Apologies received from Cllr King owing to personal commitments.

These apologies were duly **NOTED**.

25. DECLARATIONS OF INTEREST

Other than those already declared to the monitoring officer, no other declarations were made.

26. TO APPROVE AND SIGN THE MINUTES OF THE LAST MEETING AS A CORRECT RECORD

The minutes of the 12th May 2026 meeting was discussed and were considered a correct record, and **SIGNED** by the Chair.

27. TO RECEIVE AN UPDATE ON ACTIONS FROM THE LAST MEETING

An update on actions was given from the Town Clerk; press release regarding the new mayor and deputy mayor, the council committee lists have been updated. An outstanding action was noted regarding the response to the Stroke Unit.

28. TO NOTE THE LATEST CRIME STATISTICS REPORT AND RECEIVE AN UPDATE FROM THE POLICE

The report was noted, the police were unable to attend the meeting.

29. TO CONSIDER AND APPROVE THE SCHEDULE OF PAYMENTS

Members considered the Schedule of Payments, and it was duly **SIGNED** by the Chair and another councillor.

30. TO NOTE THE BUDGET MONITORING REPORT

The budget monitoring report was **NOTED**.

Initial:

Date:

8

31. TO CONSIDER AND APPROVE THE PROGRESSION OF THE NEIGHBOURHOOD PLAN TO THE NEXT STATUTORY STAGE FOR COMMUNITY CONSULTATION

Cllr Cousins spoke regarding the Neighbourhood Plan, including the work so far and the next steps, including a period of public consultation. A statement will be submitted from the results of the community consultation to check it is in line with the Local Plan at Somerset Council.

It was proposed by Cllr Roney Dougal that Glastonbury Town Council go forward with regulation 14 and to be sent out to all the members of the community and to the stakeholders for them to be consulted. This was seconded by Cllr Donfrancesco and **RESOLVED** by unanimously with two abstentions.

32. TO RECEIVE THE INCOME & EXPENDITURE ACCOUNT AND BALANCE SHEET FOR 2025/26

Councillors received and considered the Income and Expenditure Account and Balance Sheet for 2025/26.

Cllr White proposed that these documents be accepted and refer any recommendations to the Finance & General Purposes Committee. This was seconded by Cllr Henderson and **RESOLVED** unanimously.

33. TO CONSIDER THE INTERNALS AUDITOR'S REPORT AND MAKE PROVISION TO IMPLEMENT ANY RECOMMENDATIONS

Cllr Lokabandhu proposed that the Internal Auditor's report be referred to the Finance and General Purposes committee for detailed consideration. The Internal Auditor had made no explicit recommendations, but the committee will consider any improvements to our processes and procedures that will ensure Glastonbury Town Council always learns from best practice. This was seconded by Cllr Henderson and **RESOLVED** unanimously.

34. TO CONSIDER AND APPROVE THE ANNUAL GOVERNANCE STATEMENT FOR 2025/26

Members considered the requirements for the ten sections within the Annual Governance Statement with the Internal Auditor's recommendations for completion of this document.

It was proposed by Cllr Henderson to tick Yes on assertion 1: We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements. This was seconded by Cllr Donfrancesco and was **RESOLVED** unanimously.

It was proposed by Cllr Lokabandhu to tick Yes on assertion 2: We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness. This was seconded by Cllr White and was **RESOLVED** unanimously.

It was proposed by Cllr Smyth to tick Yes on assertion 3: We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances. This was seconded by Cllr Manning and was **RESOLVED** unanimously.

It was proposed by Cllr Donfrancesco to tick Yes on assertion 4: We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the

Accounts and Audit Regulations. This was seconded by Cllr Cousins and was **RESOLVED** unanimously.

It was proposed by Cllr Cousins to tick Yes on assertion 5: We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required. This was seconded by Cllr Mutch and was **RESOLVED** unanimously.

It was proposed by Cllr White to tick Yes on assertion 6: We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems. This was seconded by Cllr Lokabandhu and was **RESOLVED** unanimously.

It was proposed by Cllr Henderson to tick Yes on assertion 7: We took appropriate action on all matters raised in reports from internal and external audit. This was seconded by Cllr Mutch and was **RESOLVED** unanimously.

It was proposed by Cllr Cousins to tick Yes on assertion 8: We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements. This was seconded by Cllr Donfrancesco and was **RESOLVED** unanimously.

It was proposed by Cllr Henderson to tick N/A on assertion 9: (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit. This was seconded by Cllr Lokabandhu and was **RESOLVED** unanimously.

It was proposed by Cllr Mutch to tick Yes on assertion 10: We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review. This was seconded by Cllr White and was **RESOLVED** unanimously.

35. TO CONSIDER AND APPROVE THE ACCOUNTING STATEMENTS FOR 2025/26

It was proposed by Cllr White to agree the accounting statements. This was seconded by Cllr Smyth and was **RESOLVED** unanimously.

36. TO NOTE 2025/26 NOTICE OF PUBLIC RIGHTS

The dates of 22nd June to the 7th August 2026 were agreed. This information will be shared on the Town Council Website and social media. Along with the document notice being displayed in the Town Council Notice Board.

It was proposed by Cllr Cousins to agree the window of 22nd June to the 7th August 2026 for the Notice of Public Rights. This was seconded by Cllr Henderson and was **RESOLVED** unanimously.

37. TO CONSIDER POTENTIAL TRAFFIC REGULATION ORDERS FOR VARIOUS AREAS IN GLASTONBURY

A discussion was had and various views were raised by councillors. It was reported that these Traffic Regulation Orders are requested because of safety concerns. The process for the Traffic Regulation Order that are proposed was discussed.

It was proposed by Cllr Lokabandhu that Glastonbury Town Council vote on all 9 Traffic Regulation Orders in one vote. This was seconded by Cllr Henderson.

During discussions, Cllr Cousins spoke against the proposal and suggested that each TRO should instead be considered and voted separately.

A vote was then taken on Cllr Lokabandhu's proposal that Glastonbury Town Council vote on all 9 Traffic Regulation Orders in one vote. Seconded by Cllr Henderson and **RESOLVED** unanimously with 5 abstentions.

Cllr Lokabandhu proposed that all 9 TROs be supported and submitted to Somerset Council. This was seconded by Cllr Henderson and **RESOLVED** by majority (10:5:0).

38. TO CONSIDER THE COUNCIL'S STRATEGIC RISK REGISTER FOR 2026/27

The risk register was shared with the Council. It will be a living document to be updated in the future. Councillor updates to be sent to the Town Clerk.

It was proposed by Cllr White that the Council's Strategic Risk register for 2026/27 be approved with updated notes added. This was seconded by Cllr Oakden and **RESOLVED** unanimously.

39. TO NOTE THE RESOLUTIONS OF DELEGATED COMMITTEES

a. Glastonbury In Bloom Committee meeting held on 18th May 2026

- i. Cllr M White proposed Cllr M Oakden to be appointed Chair for the Glastonbury in Bloom Committee and the proposal was seconded by A Redwood and was **RESOLVED** unanimously.
- ii. Cllr M Oakden proposed Cllr M White to be appointed Deputy Chair for the Glastonbury in Bloom Committee. The proposal was seconded by G Smith and was **RESOLVED** unanimously.

b. Glastonbury In Bloom Committee meeting held on 1st June 2026

- i. Cllr M Oakden proposed that a limit of £250.00 for food requirements for the South West in Bloom and Britain in Bloom judging days. The proposal was seconded by Cllr I Mutch and was **RESOLVED** unanimously.

c. Planning Committee meeting held on 19th May 2026

- i. 2026/0590/FUL – Change if use of annexe to provide 1no, 1 bedroom house – 3A Bere Lane, Glastonbury, BA6 8BD – Mr Yitzchak Brenig – Full Application.
(Cllr Henderson proposed, seconded by Cllr Mutch and agreed (1 against) to recommend **APPROVAL** of this application).
- ii. 2026/0576/FUL – Erection of single-storey timber sauna building with associated changing facilities and WC for incidental private use – Land at 350645 139120 Bove Town, Glastonbury – Mr Gregory Taylor – Full Application.

(Cllr Manning proposed, seconded by Cllr Henderson and unanimously agreed to recommend **REFUSAL** of this application due to lack of information and the proposed development may damage the natural environment and may cause loss of habitat).

- iii. 2026/0655/FUL & 2026/0656/LBC – Proposed Renovation and structural repairs to the main building – The Homestead, Edgarley Road, Edgarley, Glastonbury – Mr Neil Chapillon – Full Application/Listed Building Consent.
(Cllr Henderson proposed, seconded by Cllr Cook and unanimously agreed to recommend **APPROVAL** of this application).
- iv. 2026/0781/REM - Application for approval of reserved matters following outline approval 2021/2466/OTS & 2024/2046/VRC for the erection of up to 90 dwellings and associated access. Matters of access/appearance/landscaping/layout/scale to be determined – Land at 349724 139873 Common Moor Drove, Glastonbury – Reserved Matters Application.
(The Planning Committee did not discuss this application in view of the Town Council owning neighbouring land on 3 sides of the application site. Councillors were informed that they can submit their own individual comments as Glastonbury residents directly to the planning authority if they so wish).
- v. 2026/0843/LBC – Proposed re-roofing works – Easter Cottage, 5 Church Lane, Glastonbury, BA6 9JQ – Mr Richard Anderson – Listed Building Consent.
(Cllr Cook proposed, seconded by Cllr Henderson and unanimously agreed to recommend **APPROVAL** of this application).
- vi. 2026/0831/FUL – Erection of 2 x dwellings & conversion of part of existing building to 1 x dwelling – Land North of 21 Silver Street, Glastonbury – Mr S Parsons – Full Application.
(Cllr Henderson proposed, seconded by Cllr Cook and unanimously agreed to recommend **APPROVAL** of this application).

d. Property & Assets Committee meeting held on 20th May 2026

- i. Cllr Roney Dougal proposed that Cllr Lokabandhu would be the chair for the ensuing year. This was seconded by Cllr Smyth and **RESOLVED** unanimously.
- ii. Cllr Cousins proposed that Cllr Smyth would be the Deputy Chair for the ensuing year. This was seconded by Cllr Manning and **RESOLVED** unanimously.
- iii. It was proposed by Cllr Cousins to identify the landowners to the pieces of land identified from Wick Lane to Boundary Farm and to see if the owners would sell the land. This was seconded by Cllr Henderson and **RESOLVED** unanimously.
- iv. It was proposed by Cllr Cousins to find out if any grants are available for a Peat Restoration Project. Seconded by Cllr White and **AGREED** unanimously.
- v. It was proposed by Cllr White to designate St Dunstan's House Garden as a peace garden. Seconded by Cllr Cousins and **RESOLVED** unanimously.

- vi. It was proposed by Cllr Roney-Dougal to accept the quote received from ACE Shelters, with the total cost for one of each of the bus shelters with optional extras of a solid lower panel, standard timetable casing and flagpole on both shelters, along with the Highways Licence application from Somerset Council. This was seconded by Cllr Cousins and **AGREED** unanimously.
- vii. It was proposed by Cllr Roney-Dougal that we replace the two water fountains for spring mechanisms and other various options, for the Town Council to obtain quotes for the next meeting. It was seconded by Cllr Cousins and **AGREED** unanimously.

e. Arts, Cultural & Events Committee meeting held on 28th May 2026

- i. **ELECT A CHAIR**
Cllr J. Cousins was proposed by T. Webster and seconded by K. Shaw and **RESOLVED** unanimously with one abstention.
- ii. **ELECT A DEPUTY CHAIR**
Cllr Z. Price was proposed by J. Branchflower and seconded by M. Claridge and **RESOLVED** unanimously with one abstention.

The resolutions were **NOTED**.

40. TO RECEIVE UPDATES FROM ADVISORY COMMITTEES AND CONSIDER RECOMMENDATIONS FOR DECISION

i. Neighbourhood Plan Advisory Committee meeting held on 21st May 2026

RECOMMENDATION:

That the NP now goes to Full Council for it to be considered and agreed to go to the next stage, Regulation 14 – consultation.

This matter had been considered as part of the agenda.

41. TO RECEIVE UNITARY COUNCILLOR'S REPORTS

Cllr Cameron's report was shared to Councillors ahead of the meeting and a discussion was held.

42. TO RECEIVE UPDATES FROM LEAD COUNCILLORS AND REPRESENTATIVE TO OUTSIDE BODIES

Cllr Cousins shared an update regarding the River Brue, Cllr White spoke regarding the Town Deal, and the Enablement Project will submit a planning application this month. The Baileys open day is the 18th July at 2pm.

43. MAYOR'S ANNOUNCEMENTS

The Mayor announced regarding the sad passing of Alyson Black, who was a councillor and deputy Mayor in 2018. Also, with great sadness the passing of Hazel Pegg who was a very valued member of the community.

The Mayor went on to thank all residents and councillors for their well wishes on becoming Mayor. Mayor's day was a success and thanks were given to all involved.

The Mayor has been a guest at many Mayor making ceremonies at Wells, Street and Bath Councils. It was a great honour to represent Glastonbury at all these events.

Princess Esther Sellassie had visited Glastonbury earlier in the day; she received a tour of St Dunstan's House and the Peace Garden.

44. CORRESPONDENCE, COMMUNICATION AND ANNOUNCEMENTS

The Mayor read out the correspondence she has received, this included the Red Brick Building, The notification regarding the new contract for Tor Leisure and the Glastonbury Cooperative fair on June 23rd from 4.30pm to 8pm.

Beckery Island Regeneration Trust is having an open day on the 18th July starting at 2pm.

45. TO CONSIDER ANY ITEMS FOR NEWS RELEASES AND/OR THE QUARTERLY NEWSLETTER

Items for release included:

- Neighbourhood Plan
- Princess Esther's visit
- The Cooperative Fair.

It was proposed by Cllr Cousins to suspend standing orders 3x and extend the meeting by 15 minutes. This was seconded by Cllr Mutch and **AGREED** unanimously.

46. TO REVIEW ACTIONS ARISING FROM THE MEETING

The Town Clerk noted several actions arising from the meeting including to work with the Mayor to provide a response regarding the Stroke Unit, to share the information regarding the Cooperative Fair, and Cllr Cameron will write a short report for the newsletter.

47. TO PASS A MOTION IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 AMENDED BY THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014, THE PRESS AND PUBLIC WILL BE EXCLUDED FOR THE FOLLOWING ITEMS DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED.

It was proposed by Cllr Henderson to accept the motion. This was seconded by Cllr White and **RESOLVED** unanimously.

48. TO CONSIDER AWARDING A CERTIFICATE OF THANKS

It was proposed by Cllr Henderson to award a Certificate of Thanks to former PCSO Mel Rowlands for her years of service to Glastonbury. This was seconded by Cllr Roney Dougal and **AGREED** unanimously.

49. IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 AMENDED BY THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014, THE PRESS AND PUBLIC WILL BE INVITED BACK FOR THE REMAINDER OF THE MEETING.

It was proposed by Cllr Lokabandhu to accept the motion. This was seconded by Cllr Smyth and **RESOLVED** unanimously.

50. TO NOTE THE DATE OF THE NEXT MEETING

The next meeting will be held on Tuesday 14th July 2026

SIGNED:	DATE:
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