



GLASTONBURY TOWN COUNCIL

Minutes of Glastonbury Town Council held on 12 August 2025 at 7 pm	
Councillors Present	Cllrs R. Cook, J. Cousins, S. Henderson, Lokabandhu, L. MacDougall, P. Manning, T. Napper, M. Oakden, L. Osborn, Z. Price, S. Roney-Dougal, M. Smyth and M. White
Apologies	Cllr I. Donfrancesco, I. Mutch
Absent	
In Attendance	Assistant Town Clerk, Responsible Financial Officer, Administration Officer, St Dunstan's Operation Lead, Two Macebearer and 24 members of the public
Public Participation	Five members of the public spoke during public participation. The subjects raised included: 1. Ongoing issues 2. Glastonbury Cricket Club 3. Town Deal 4. CIC Update 5. Markets

The Mayor paid tribute to Cllr Nick Cottle who has sadly passed away and held a minute silence in his honour. Cllrs Henderson, Cousins and Osborn paid their own tributes to Cllr Cottle.

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

Apologies were received from Cllrs Donfrancesco and Mutch due to personal commitments.

These were duly **NOTED**.

87. DECLARATIONS OF INTERESTS

There were no declarations of interests in addition to those already disclosed via councillor's register of interests.

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

The minutes of the meeting of July were considered a correct record with three amendments, these were then duly **SIGNED** by the chair.

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

The Assistant Town Clerk gave an update on completed actions from the July Full Council meeting, this includes, that Sarah Dyke MP has been contacted. The newsletter has been released.

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

Initial:

Date:

19

The statistics were noted by Councillors. The police were unable to attend this meeting.

91. 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.

92. TO RECEIVE THE BUDGET MONITORING REPORT

The budget monitoring report was **NOTED**. The Mayor expressed his gratitude for a clearer layout.

93. TO RECEIVE AN UPDATE ON ASSET AND SERVICE DEVOLUTION FROM SOMERSET COUNCIL

The Assistant Town Clerk confirmed the Council are continuing to work with Somerset Council to complete our package of devolution. The Town Council outside team are doing a great job looking after the new areas.

94. TO RECEIVE AN UPDATE ON ST DUNSTAN'S HOUSE HEALTH AND WELLBEING CENTRE

The project delay is the Atrium, waiting for the delivery of the end frames to complete the Atrium. Invitations are being sent out for the official opening event.

95. TO CONSIDER A RECOMMENDATION FROM THE FINANCE AND GENERAL PURPOSES COMMITTEE TO ADOPT A NEW SET OF FINANCIAL REGULATIONS

It was noted that this item had not been concluded. **RESOLVED** that the matter be deferred and included on the agenda for the next meeting of Full Council.

96. TO CONSIDER SETTING UP A STAFF TEAM BUILDING BUDGET

The Assistant Town Clerk explained to councillors which budget line would be reduced to create this new budget line for staff team building.

It was proposed by Cllr Lokabandhu to agree this proposal. This was seconded by Cllr MacDougall and **RESOLVED** by majority.

97. TO CONSIDER AND APPROVE THE CALENDAR OF MEETINGS

It was noted that this item had not been concluded. **RESOLVED** that the matter be deferred and included on the agenda for the next meeting of Full Council.

98. TO NOTE THE RESOLUTIONS OF DELEGATED COMMITTEES

a. Property & Assets Committee meeting held on 10th July 2025

a) TO CONSIDER GRANTING THE RIGHT TO HOLD A MARKET IN GLASTONBURY TO THE TOR COLLECTIVE

It was proposed by Cllr Roney-Dougal to agree to the proposal, with a six-month trial with some alterations including width of pavements and emergency routes, trading licenses and public liability is in place and proposed locations and dates. This was seconded by Cllr Oakden and **AGREED** unanimously.

b) TO CONSIDER THE TENDER SUBMISSIONS FOR THE SUPPLY OF CHAIRS FOR ST DUNSTAN'S HOUSE COMMUNITY HEALTH AND WELLBEING CENTRE AND CONSIDER OTHER FURNITURE

It was proposed by Cllr White to purchase 400 Tresconeto High-Density Stacking chairs, 325 in Grey, with an additional 25 of blue, red, and sand for the atrium.

This was seconded by Cllr Henderson and **AGREED** unanimously with one abstention.

b. Finance & General Purposes Committee meeting held on 10th July 2025

i. Avalon Amateur Boxing Club

A presentation was given by the applicants.

It was decided to award a grant of £1500.

ii. Avalon Allsorts

A presentation was given by the applicants.

It was decided to award a grant of £500.

iii. Bluebird Theatre

Council proposed that no grant be made because the applicant did not meet the criteria.

iv. Doulas without Borders

Cllr proposed that no grant be made because the applicant did not meet the criteria.

v. Glastonbury Cricket Club

A presentation was given by the applicants.

It was decided to award a grant of £1500.

vi. Glastonbury Football Club

A presentation was given by the applicants.

It was decided to award a grant of £1500.

vii. Owl Enlightenment

It was decided to award a grant of £400.

viii. Pilgrim reception Centre

It was decided to award a grant of £400 towards room hire of the Town Hall

ix. Sacred Death Centre

A presentation was given by the applicants.

It was decided to award a grant of £500.

x. Somerset Bus Partnership

A presentation was given by the applicants.
It was decided to award a grant of £980.

xi. Sri Gour

Council proposed that no grant be made because the applicant did not meet the criteria.

xii. Street and Glastonbury Volunteer Driver Service

It was decided to award a grant of £500.

xiii. Glastonbury Branch of the Women's Institute

A presentation was given by the applicants.
It was decided to award a grant of £750.

It was proposed by Cllr Roney-Dougal to award the above grant applications. This was seconded by Cllr Henderson and **RESOLVED** unanimously.

a) TO CONSIDER THE INTERNAL AUDITOR'S REPORT FOR 2024-25 AND AGREE ANY RECOMMENDATIONS

It was proposed by Cllr White to accept the recommendations. It was seconded by Cllr Henderson and **AGREED** unanimously.

b) TO CONSIDER AN UPDATED SET OF FINANCIAL REGULATIONS FOR RECOMMENDATION TO FULL COUNCIL

It was proposed by Cllr White to accept the updated Financial Regulations document. This was seconded by Cllr Lokabandhu and **RESOLVED** unanimously.

c) TO CONSIDER AND ADOPT A PETTY CASH POLICY

It was proposed by Cllr Lokabandhu to adopt the petty cash policy. This was seconded by Cllr White and **RESOLVED** unanimously.

d) TO CONSIDER AND ADOPT AN ANTI-FRAUD AND CORRUPTION POLICY

It was proposed by Cllr White to adopt the Anti-Fraud and Corruption policy. This was seconded by Cllr Henderson and **RESOLVED** unanimously.

e) TO CONSIDER SETTING UP AN AMAZON BUSINESS ACCOUNT AND TO PAY FOR PRIME DELIVERY

It was proposed by Cllr White to set up a Basic account with Prime delivery. This was seconded by Cllr Henderson and **AGREED** unanimously.

c. Planning Committee meeting held on 15th July 2025

- (a) 2025/1054/FUL – Repair & reconstruction of retaining wall – Land at 35064 139120 Bove Town, Somerset – Miss Amelia Adams – Full Application.
(Cllr Henderson proposed, seconded by Cllr Mutch and unanimously agreed to recommend APPROVAL of this application. The Committee would also like the applicant to take the busy road into consideration when planning the works).
- (b) 2025/1122/FUL – Proposed ground mounted 1.23 MWp Solar PV array, access track and associated works – Land at 348747 138907 Middle Drove, Glastonbury – Cara Nadan – Full Application.
(This Application was not discussed/voted on due to the Committee declaring an interest as the application is part of the Town Deal Fund).
- (c) 2025/1071/VRC - Application to vary condition 5 (External Joinery and Rooflight Details) of planning approval 2022/1981/FUL (Repair and conversion of the former Baily's tannery and leather-working factory into multi-use workspaces.) to amendments to roof on building 1, 2, Cand G – Former Baileys Tannery, Beckery Road, Glastonbury – Ian Tucker – Variation or Removal of Conditions.
(This Application was not discussed/voted on due to the Committee declaring an interest as the application is part of the Town Deal Fund).
- (d) 2025/1183/LBC – Re-roofing of cottage and rear extension and associated repair works – 100 Bove Town, Glastonbury, BA6 8JG – Ms. Annette Cmela – Listed Building Consent.
(Cllr Henderson proposed, seconded by Cllr Smyth and unanimously agreed to recommend APPROVAL of this application).
- (e) 2025/1142/HSE – Convert Attic with a large rear-facing dormer, installation of 3 no. small velux windows to the front – 19 Landmead, Glastonbury, BA6 9DB – Ms Lucie Taylor – Householder Application.
(Cllr Henderson proposed, seconded by Cllr MacDougall and agreed (with 1 abstention) to recommend APPROVAL of this application).

d. Property & Assets Committee meeting held on 16th July 2025

a) TO CONSIDER A NEW VEHICLE FOR NEW MEMBERS OF OUTSIDE STAFF

It was proposed by Cllr Henderson to delegate the purchase of a new vehicle to the Town Clerk. This was seconded by Cllr Roney-Dougal and **AGREED** unanimously.

b) TO CONSIDER ROOM NAMES AND PUBLIC OPENING DATE FOR ST DUNSTAN'S HOUSE

It was proposed by Cllr Cousins to use the Seven Islands of Glastonbury as a theme. This was seconded by Cllr White and **AGREED** unanimously.

c) TO AUTHORISE A QUOTATION FOR WORKS TO DECORATE AND PROTECT VARIOUS WINDOWS IN THE TOWN HALL

It was proposed by Cllr Cousins to accept the quote up to 10 thousand pounds. This was seconded by Cllr Henderson and **RESOLVED** unanimously.

d) TO CONSIDER THE TERMS OF A CONTRACT FOR PARKING ENFORCEMENT IN ST DUNSTAN'S CAR PARK

It was proposed by Cllr Henderson to, subject to some further questions, to delegate to the Town Clerk accept the terms of the contract and a start date. This was seconded by Cllr Cousins and was **RESOLVED** unanimously

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

a. WHS Working Group meeting held on 21st July 2025

There were no recommendations from this meeting

b. Climate & Ecological Emergency Advisory Committee meeting held on 7th August 2025

Proposed by Cllr Serena Roney-Dougal, seconded by Susannah Clemence

That GTC purchases two additional Speed Indicator Devices for the town, with one to be positioned near the Drill Hall (where cars and HGV's are frequently exceeding the 30mph speed limit making it dangerous to stand at the bus stop on the narrow pavement).

Proposed by Cllr Lindsay Macdougall, seconded by Cllr Serena Roney-Dougal

That the operations and finances of the Community Bus, which GTC subsidises, are reviewed.

These proposals were **NOTED** by Cllrs.

100. TO RECEIVE UNITARY COUNCILLOR REPORTS

Susannah Hart was present at the meeting and informed councillors of various Somerset Council decisions including consultation out on promoting transport in the County over the next 20 years and another consultation on pupil referral units. There is a Summer Reading Challenge in libraries over the summer to maintain literacy level. Somerset Council pay grading review could add costs up to £8 million to the payroll bill.

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

Cllr Roney-Dougal spoke regarding Brides Mound and the Round House work has commenced.

Cllr Napper spoke regarding the Carnival Committee's Tractor Run fundraiser.

Cllr Manning spoke regarding a successful Street and Glastonbury Chamber of Commerce Summer Party.

Cllr Serena Roney-Dougal to promote the 20mph route. Crossing from Premier Inn to Tesco, Somerset Council will complete a feasibility study.

102. MAYOR’S ANNOUNCEMENTS

The Mayor updated the council on the various things he has been working on including South West In Bloom judging, attended a Wedmore Parish Council meeting for an update on Somerset Rivers Authority. Attended Wells Hiroshima 80th anniversary. Mayor’s Day on Saturday 9th August. Attended Sea Cadets open day.

103. CORRESPONDENCE, COMMUNICATIONS, AND ANNOUNCEMENTS

None were raised.

104. TO CONSIDER ANY ITEMS FOR NEWS RELEASE AND/OR THE QUARTERLY NEWSLETTER

Climate Adaptation Day 27th September 1pm to 4pm at the Red Brick Building.

105. TO REVIEW ACTIONS ARISING FROM THE MEETING

The Assistant Town Clerk reported the actions she has from this meeting. These included:
Discuss broadcasting public participation
Wonder & Wellbeing Event 14th September 11-5pm

106. TO NOTE THE DATE OF THE NEXT ORDINARY MEETING

The next meeting will be held on Tuesday 9th September 2025

SIGNED:	DATE:
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