



Glastonbury Town Council

Annual meeting of the Council held on Tuesday 12th May 2020 at 7pm

PRESENT: Councillors S Barnet, L Browne, J Coles, J Cousins, N Cottle, S Henderson, J Keery, P Lund, L MacDougall, I Mutch, B Outten, C Prior, S Roney-Dougal M Smyth and I Tucker

APOLOGIES: Councillor D Michell (unwell), County Councillor Napper.

IN ATTENDANCE: The Town Clerk
County Councillor L Leyshon

This meeting was held through electronic means due to the Covid-19 lockdown

PUBLIC PARTICIPATION TOOK PLACE BETWEEN 7.00 AND 7.15PM

Subjects raised included: Support for businesses affected by income shortfalls
Pedestrianisation of the High Street for a timebound duration

The outgoing Mayor Denise Michell was unable to be present due to being hospitalised. She had provided a statement which was read to the meeting by the clerk.

The annual Citizen of the Year Award was presented to Sara Clay in recognition of the outstanding service that she has devoted to Glastonbury, in particular the Op's Shop, where many hundreds of people have been supported.

The Mayor's Chaplain, Rev David MacGeoch led a moments reflection and prayer

1. ELECTION OF MAYOR

It was proposed by Councillor Roney-Dougal seconded by Councillor Smyth that Councillor J Cousins be elected Mayor for the ensuing year. There being no other nominations, Cllr Cousins was duly appointed and signed the Declaration of Acceptance of Office

2. DECLARATIONS OF INTEREST

There were no declarations of interest

3. ELECTION OF DEPUTY MAYOR

It was proposed by Councillor M Smyth, seconded by Councillor C Prior and unanimously **RESOLVED** that Councillor S Barnet be elected Deputy Mayor for the ensuing year.

4. APPOINTMENT OF SERGEANTS-AT MACE

The Mayor appointed Terry Dowden and Claire Crumpton as his Sergeants-at-Mace for the ensuing year.

5. APPOINT THE MAYOR'S CHAPLAIN

The Mayor announced that Reverend David MacGeoch had agreed to act as his Chaplain for the ensuing year.

6. STANDING COMMITTEES

AGREED that the following appointments be made for the ensuing year:

Finance and General Purposes	Councillors: S Barnet, L Browne, J Coles, N Cottle, J Cousins S Henderson, J Keery, P Lund, L MacDougall D Michell, I Mutch, B Outten, C Prior, S Roney-Dougal, M Smyth, I Tucker
Promoting Glastonbury	Councillors: S Barnet, J Cousins, P Lund, D Michell I Mutch, B Outten, C Prior, S Roney-Dougal, M Smyth
Property and Assets	Councillors: S Barnet, L Browne, J Coles, N Cottle, J Cousins S Henderson, J Keery, P Lund, L MacDougall B Outten, C Prior, S Roney-Dougal M Smyth, I Tucker
Planning	Councillors: S Barnet, L Browne, J Cousins, S Henderson, J Keery, P Lund, L MacDougall, D Michell, I Mutch, B Outten, C Prior, S Roney-Dougal, M Smyth, I Tucker
Staffing	Councillors: S Barnet, J Cousins, D Michell, M Smyth, I Tucker
Youth Provision	Councillors: S Barnet, J Coles, S Henderson, J Keery, B Outten, J Cousins
Glastonbury in Bloom	Councillors: L Browne, D Michell, I Mutch, C Prior M Smyth, I Tucker
A 361	Councillors: S Barnet, L Browne, N Cottle, J Keery, P Lund, L MacDougall, I Mutch, C Prior, M Smyth, I Tucker.
Frost Fayre	Councillors: S Henderson, J Keery, L MacDougall, D Michell, B Outten, C Prior, M Smyth, I Tucker + Jill Barker (Glastonbury Chamber)

7. APPOINTMENTS TO OUTSIDE BODIES

Austin Memorial Homes	4	Councillors: S Barnet, L Browne, J Coles, J Keery
Glastonbury Tribunal	1	Councillor: J Cousins (Replacement – if required C Prior
Glastonbury and Sharpham Burial Board	7	Councillors: S Barnet, L Browne, J Coles, N Cottle D Michell, C Prior, I Tucker
Citizens Advice Bureau	3	Councillors: L Browne, P Lund, M Smyth
Somerset Association of Local Councils	2	Councillors: N Cottle, J Cousins
St Edmunds Hall	4	Councillors: N Cottle, J Cousins, S Roney-Dougal I Tucker
Glastonbury Community Development Trust	2	Councillors: J Coles, L MacDougall
Talking Newspapers for the Blind	1	Councillor: D Michell
Mendip Health and Wellbeing Panel	1	Councillor: L Browne
Glastonbury Carnival Committee	1	Councillor: J Coles
Harvest Show:	2	Councillors: S Barnet, J Cousins
Strode College Theatre Board	1	Councillor: C Prior
Mendip One Team (Includes Glastonbury Community Partnership)	1	Councillor: P Lund – supported by Cllr Henderson
NALC	1	Councillor: N Cottle
Glastonbury Information Centre	3	Councillors: J Cousins, J Keery, P Lund
CCTV	1	Councillor: J Coles
Glastonbury Peoples Trust	1	Councillor: S Barnet
Fairtrade	2	Councillors: P Lund, C Prior
Rights of Way lead		Councillor: N Cottle, M Smyth
Highways lead		Councillor: L Browne

8. TO CONSIDER PLANNING APPLICATION 2020/0723/FUL Erection of 6 dwellings – 24 The Roman Way, Glastonbury BA6 8AB

Glastonbury Town Council recommends that the Planning Officer refuses this application for the following policy reasons: National Planning Policy Framework, section 12 provides guidance on *achieving well designed spaces*. Councillors **AGREED** that subsection 127 (parts b and c) have not been met with this application. Further, it was agreed that the application contravenes Mendip DC's Local Plan, particularly policies DP1, Local Identity and Distinctiveness, DP3 Heritage Conservation, DP4 Conservation of Significant places and DP7 Visual Impact and quality of design, which addresses the concerns of over-development.

Councillors **AGREED** by majority vote to recommend refusal of this application. A recorded named vote was taken 11-0-4. (Cllrs Barnet, Browne, Cousins, Keery, Lund, Mutch, Outten, Prior, Roney-Dougal, Smyth and Tucker) Abstaining Cllrs Coles, Cottle, Henderson, MacDougall.

9. TO APPROVE THE CALENDAR OF MEETINGS FOR THE ENSUING YEAR

Following two small amendments, the draft calendar of meetings for Town Council, Planning Meeting, Finance and General Purposes Committee for 2020/2021, copies of which had been previously circulated to each member was **APPROVED**.

10. SIGNATORIES TO BANK ACCOUNT

RESOLVED that the following are confirmed signatories of the Council bank accounts:

HSBC current account –Councillors Coles and Cousins and the Responsible Financial Officer – Jane Czornij.

Nationwide Building Society – Councillors Coles, Cousins and Michell be signatories to this account and the Responsible Financial Officer Jane Czornij.

Santander Investment Account – This account is in the process of being closed, so a review of signatories is not required.

11. MINUTES

- a) The minutes of the meeting of the Full Council held on 28th April 2020 which had been circulated to each member were taken as read and signed by the Mayor as a correct record.
- b) The minutes of the Planning Committee meeting held on 21st April 2020 which had been previously circulated were noted.

12. GENERAL POWER OF COMPETENCE

The Clerk informed that as he has now received confirmation of having become qualified through the achievement of receipt of a Certificate in Local Council Administration and therefore the General Power of Competence can be reinstated.

13. MOTION

Proposer Cllr Cousins, seconded by Cllr Roney-Dougal.

'That Glastonbury Town Council allows the use of the ground floor entrance area to the town hall (previously used as a lift shaft) as a location for a community fridge'. This motion was unanimously **AGREED**. The detail of proposed works, operation hours and maintenance programmes is to be clarified at a later date.

14. COUNTY COUNCILLOR REPORTS

Cllr Liz Leyshon had presented a report previously which has been circulated. The main points being updates on the Small Improvement Scheme. An opportunity to apply for funding in support of cycling and walking routes improvements, traveller encampments Glastonbury Living Spaces, Covid-19 voluntary support and SCC Scrutiny meetings all featured.

15. DISTRICT COUNCILLOR REPORTS

Cllr Cousins informed that he has been engaging with various officers at Mendip District Council and SPARK who are providing support for volunteer groups helping with the delivery of goods and services to vulnerable people.

Cllr MacDougall presented a report informing that the recycling centres were reopening with limited hours and access. Encouragement of people to be aware of legionella of heating systems. Council meetings, Cabinet and Planning Board continues during the lockdown.

Cllr Henderson informed that the work of identifying solutions through the Glastonbury Living Spaces continues. He also has been working with officers identifying solutions of providing support for vulnerable people.

Cllr Cottle informed that there are no immediate plans to reopen the markets, or recommence grass cutting. Although a question asking if recreation areas could have the grass cut will be clarified.

16. TO CONSIDER THE SCHEDULE OF PAYMENTS

RESOLVED that the schedule of payments presented at the meeting were approved

17. APPOINTMENT OF INTERNAL AND EXTERNAL AUDITORS FOR 2018-2019 FINANCIAL YEAR

The Town Clerk informed the Council that PJK Littlejohn are the appointed external auditors and Pro-Business from Wells are the appointed internal auditors. None of the Councillors declared an interest relating to either company. It was **RESOLVED** to appoint Pro-Business as the internal auditors for the year 2020/21

18. REVIEW OF FINANCIAL REGULATIONS AND RISK ASSESSMENT

The Town Clerk informed that the Financial Regulations and Statement of Internal Control had been presented to a meeting of Finance and General Purposes Committee. The Town Clerk informed that there have been no changes to the assessment since It was last reviewed Cllr Keery proposed, seconded by Cllr Coles and unanimously **AGREED** to adopt the revised review. The budget has been significantly amended to reflect on the loss of income due to Covid-19. A revised budget has been presented to Councillors, who have been asked to submit any questions to the Clerk in writing, these will be answered at a future meeting.

19. REVIEW OF POLICIES

- a) Code of Conduct for Councillors – this revised policy having been previously circulated was unanimously approved by Councillors
- b) GDPR, this policy first adopted in August 2018 is to be reviewed annually. This policy was unanimously approved by Councillors
- c) Code of Conduct for handling complaints. Having been previously circulated to Members, it was unanimously approved by Councillors
- d) Adoption of Community Engagement Policy was unanimously approved
- e) Health and Safety statement of policy was unanimously approved
- f) Environment Charter was unanimously approved
- g) Community Engagement statement of intent was unanimously approved.

20. COMMUNICATIONS AND ANNOUNCEMENTS

None received

21. CORRESPONDENCE

- a) Letter from Robert Jenrick (Secretary of State, Housing, Communities and Local Government thanking town and parish councils for their response to dealing with issues relating to Covid-19
- b) Letter from the Sea Cadets requesting financial support. (The Clerk was asked to inform the organisation that a grant application needs to be submitted which will be considered in July.
- c) Letter from Stuart Brown CEO Mendip District Council informing of the opportunity to apply for funding to assist councils who may be struggling financially.

The meeting close at 9.55pm.

Signed _____

Worshipful Mayor
9th June 2020