



Glastonbury Town Council

Meeting of the Council held on Tuesday 11th August 2020 at 7pm

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

APOLOGIES: Cllrs Browne and Cottle

IN ATTENDANCE: County Councillors Leyshon and Napper, Town Clerk and five members of the public

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

PUBLIC PARTICIPATION TOOK PLACE PRIOR TO THE COMMENCEMENT OF THE MEETING

Subjects raised included:

- A report from Glastonbury Chamber of Commerce on the impact of the Bere Lane Road Closure and the lifting of the temporary pedestrianisation programme of the High Street.
- The impact on Glastonbury Cricket Club following recent announcements from Fusion.
- Pedestrianisation of the High Street should the Covid-19 pandemic re-emerge

The Clerk was asked to invite Ms Beverley Norman (County Highways) to the next meeting of the Council to explain recent decisions taken, in particular the Bere Lane road closure and partial pedestrianisation of the High Street.

Action – The Clerk

The Clerk was also asked to invite Cllr Simon Carswell Mendip DC portfolio holder to the next meeting of the council to explain the position Mendip DC are taking with Tor Leisure Field.

Action – The Clerk

Paul Manning (Glastonbury Chamber) referred to a document entitled Covid Recovery best practice which is to be shared with the Clerk.

Action – Glastonbury Chamber/Town Clerk

70. DECLARATIONS OF INTEREST

The following declared interests:

Cllr Henderson - items 7 (customer) and item 16 as a Glastonbury FM ambassador.

Cllr Lund - item 19 due to involvement in pending projects seeking funding from the Town's Fund

Cllr Cousins – item 15 as one of the companies tendering for the IT contract is a personal friend.

71. TO RECEIVE A WRITTEN POLICE REPORT

A written report has been received from PC Karen Upshall and has been distributed to all councillors. In addition, the report features on the town council's website. In summary, PC Upshall reported that the service provided is returning to some form of normality with the warmer weather

placing additional demands on the police. Supporting the enforcement of parking at Stonedown has been more prevalent recently. Caravans have been removed from Kennard Moor Drove and two recent caravan fires are being investigated. The Beat Surgeries are to resume very soon. A spate of graffiti on bus shelter, walls and street furniture is being investigated.

72. TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 4th AUGUST 2020

Following one small amendment on the projects to be forwarded to the Town's Fund for consideration, the minutes were approved as a correct record.

73. TO DISCUSS THE CONTINUATION OF THE EMERGENCY POWER.

The Clerk currently has the devolved powers to manage the daily affairs of the council, sharing any decisions required with the Mayor and Deputy Mayor. This power has been reviewed on numerous occasions. Cllr Henderson proposed, seconded by Cllr Roney-Dougal and **AGREED** by majority that the devolved powers be reversed and handed back to the entire council. The Town Clerk was thanked for undertaking the enormity of the task over the previous six months, ensuring the professional continuity of the council was upheld. 12-0-1

74. TO CONSIDER PLANNING APPLICATION 2020/1210/FUL APLPACA CENTRE, DYE HOUSE LANE.

Following a debate, this application was recommended for approval based on the information presented. 7-4-2. When responding to the Planning Officer, the Clerk was asked to suggest that both the Planning and Enforcement Officers should visit the site to familiarise themselves with current developments and the proximity to the flood plain.

75. TO CONSIDER THE MINUTES OF:

- a. The minutes of the Planning Committee meeting held on 21st July were presented by the Deputy Chair, Cllr Smyth and approved by the Council
- b. The minutes of the Finance and General Purposes committee meeting held on 22nd July were approved. The Clerk was asked to follow up the recent correspondence received from Stuart Brown CEO Mendip DC regarding the Town Councils hardship funding application. **Action – Town Clerk**
- c. The minutes of the Property and Assets Committee meeting held on 22nd July were presented by the Chair, Cllr Keery. One amendment was required, as the agreed action that the Clerk is to negotiate with Mendip DC compensation for the market being located in St Dunstan' car park was inadvertently missed. Following this amendment, the minutes were considered and approved by the Council.
- d. The outcomes from the staffing committee meeting held on 29th July were shared by the Mayor. The staffing committee has a devolved power and does not have minutes presented for approval. The suspension of the employment of a Regeneration Officer until the outcome of the Town's Deal Fund is approved and the postponement of the employment of a Climate Emergency Officer until a review in October were raised.

76. TO RECEIVE REPORTS FROM COUNTY COUNCILLORS

Cllr Napper had submitted a report which has been uploaded to the website. In it he made reference to the current situation regarding an application to the Secretary of State for Somerset to become a unitary authority. A response is not expected until September at the earliest. Cllr Napper also drew attention to the coronavirus pandemic and the cost to the County Council. Questions received included the parking of vehicles in Benedict Street on yellow lines and double parking and unauthorised encampments.

Cllr Leyshon reported that she struggled to understand why the agreed 20MPH signage is taking so long to enact. She also spoke about her displeasure that the Bere Lane road closure was taking place so close to the pandemic lockdown, with seemingly little consideration for the recovery of the Glastonbury's economy.

77. TO RECEIVE REPORTS FROM DISTRICT COUNCILLORS

Cllr MacDougal has presented a written report which will be circulated after the meeting and placed on the Town Council website.

Cllr Henderson informed that he has only attended a couple of meetings in recent weeks and has nothing to report.

Cllr Cottle presented a written statement which informed of the difficulties in pleasing everyone, especially on the topic of grass cutting, as some want rewilding, others want the grass cut to improve visibility. Other topics covered include car park vandalism.

Cllr Cousins has attended planning board and Standards Committee meetings where the conduct of councillors was discussed in line with Local Government Authority conduct guidelines.

78. TO CONSIDER A DRAFT SAFEGUARDING POLICY PRIOR TO ADOPTION.

Following an item raised during public participation at the July meeting, the Town Clerk has worked with the police, Elim and the YMCA to prepare a safeguarding policy. The draft policy was presented to Councillors which after a few questions was approved and subsequently adopted.

Having agreed the policy, the Town Clerk drew attention the need to undertake some safeguarding training. He will explore the most appropriate way to partake in this and will share with councillors.

The Town Clerk was asked to contact both Katherine Clark and Katie Moyses and thank them for their input to this policy.

Action -Town Clerk

79. TO RECEIVE THE BUDGET MONITORING REPORT

The budget monitoring report was received quite late prior to the commencement of the meeting.

Not all councillors had sufficient time to read and absorb the report. It was **RESOLVED** to hold this item over until the September meeting.

80. TO RECEIVE THE SCHEDULE OF PAYMENTS

The schedule of payments was presented. A few questions were asked of the clerk following which it was proposed by Cllr Keery seconded by Cllr Smyth and unanimously **AGREED** to accept. The Clerk was asked to transfer the remaining electricity contracts to a sustainable supplier. 13-0-0

Action – Town Clerk

81. TO REVIEW FINANCIAL REGULATIONS AND RISK ASSESSMENT POLICY

The Financial Regulations and Risk Assessment policy has been reviewed with only minor amendments required. The revised policy was presented to Council. Proposed by Cllr Barnet, seconded by Cllr Henderson and unanimously **RESOLVED** to accept the amended policy. 13-0-0

82. TO REVIEW AND APPOINT THE PREFERRED COMPANY TO PROVIDE IT SUPPORT AND SECURITY TO THE TOWN COUNCIL

This item was held over until the end of the meeting following a proposal by Cllr Cousins, seconded by Cllr Barnet that due to the sensitivities and personal information contained, to discuss this item in confidential session. This was unanimously **AGREED**.

The Town Clerk informed that following a presentation at a meeting of the Society of Local Council Clerks on the subject of IT security, concerns were raised on the level of security currently provided. This includes the regular backing up of information. There are now seven members of staff who use IT in various formats and having the required support to ensure the correct

procedures, which comply with guidance from the Ministry of Housing, Communities and Local Government needs reviewing. Compliance with Cabinet Office and the regular backing up of systems, protected by recognised Spam and anti-virus filters are considered important elements of the new contract. Four organisations responded and provided quotes for the provision of IT support and security. Following a lengthy and detailed debate, Cllr Tucker proposed, seconded by Cllr Henderson and **RESOLVED** by majority to transfer the IT security and support contract to Microshade.11-0-1

83. GRANT APPLICATIONS FOR CONSIDERATION

Youth Provision grant

An application from the Sea Cadets had been previously considered at a meeting of the Finance and General Purposes committee. A conclusion was not reached as it was considered additional information was required, which has now been provided. For clarification, £1,500 has been applied for in addition to the £2,000 awarded for the installation of a porta-cabin. The new application is to allow the implementation of a sanitisation area, redesign the garden area to allow for tuition at social distances and the fitting of a tow bar on the minibus to allow for the transportation of more equipment to water courses. Cllr Tucker proposed, seconded by Cllr Coles and unanimously **RESOLVED** to award the grant of £1,500 to Glastonbury and Street Sea Cadets.

Grants - general

- a. Glastonbury FM applied for £1,187.00 to enable the purchase of two items of equipment, enabling the radio station to be more efficient. The purpose of the funding is to purchase a logging and streaming computer, together with updated studio monitors. Councillors in response were pleased with the work of Glastonbury FM, in particular their engagement with the wider community throughout the Covid-19 pandemic. Cllr Roney Dougal proposed, seconded by Cllr Barnet and **RESOLVED** by majority to support this application in full. 10-0-1.
- b. Glastonbury Calling submitted an application for £2,000 to support the setting up and running of an event in February. Councillors **RESOLVED** that the application was insufficiently supported by information that could help with their deliberations. There was also a concern that the performance of live music may still be restricted in February due to the Covid-19 pandemic. Councillors **RESOLVED** not to support this application.

84. NOTICE OF MOTION

Proposer Cllr Smyth

Seconder Cllr Roney-Dougal

'For Glastonbury Town Council to appoint a task and finish group to explore the next steps and process towards Glastonbury becoming a World Heritage Site.

The previous minute of Promoting Glastonbury which reviewed this opportunity in September 2018 was previously circulated. Councillors considered there being everything to gain from the research gathered through a task and finish review and **RESOLVED** by majority to support this motion.

85. REPORTS FROM ADVISORY COMMITTEES

a. Housing and Homelessness

The circulated minutes from this committee needed amending with the inclusion of Cllr Leyshon's portfolio title and an addition to the recommendations from Cllr Janine Nash. The chair, Cllr Outten informed that a clearer strategy route for engagement, consultation and delivery was better understood and he thanked the Town Clerk for a pictogram which will be discussed at the next meeting.

b. Glastonbury in Bloom

The Bloom committee recently met where the existing Chair, Gerald Morgan announced his resignation from the committee. The new chair, Cllr Cousins informed that theme of rainbows previously agreed for 2020 will be carried forward to 2021. This was supported as it recognises the significant contribution of the NHS and key workers to the pandemic.

c. Climate Emergency

The community fridge project is to be launched on Thursday 27th August at 11.00am and the Mayor Cllr Cousins is to formally open the facility.

86. REPORTS FROM OUTSIDE BODIES

a. Citizens Advice

Cllr Smyth informed that he has received an email exchange with the CEO of the Citizens Advice and that a planned meeting to discuss the effective use of funding is planned.

b. Town Deal Fund

Cllr Tucker informed that the Town Fund Board had met and approved projects to be delivered by 31st March 2021. There is currently an embargo on sharing the successful projects until both the Section 151 Officer at Mendip DC and the Minister has reviewed and approved the expenditure programme. The Board approved a reserve project which in the event of an underspend or a project unable to progress will be financially supported.

87. MAYOR'S ANNOUNCEMENTS

a. To agree the virement of £800 from the civic hospitality budget in support of two local organisations – Glastonbury People's Trust and Glastonbury Food Bank

The Mayor has circulated previously his list of announcements. The virement of £800 from the Mayor's civic fund with £400 being awarded to each of two charities was proposed by Cllr Coles, seconded by Cllr Tucker and unanimously **AGREED**. The Worshipful Mayor has received a list of Coronavirus volunteers who have helped enormously in delivering support and aid to people unable to help themselves. The Clerk was asked to prepare a Certificate of Merit and at a suitable future date, arrange a gathering in the Town Hall when either the High Sheriff or the Lord Lieutenant will present them.

Action Town Clerk

88. COMMUNICATIONS AND ANNOUNCEMENTS

- a. A discussion on the availability of Section 106 funding was led by Cllr Coles. Of particular interest was the earmarked reserve generated from the Watts Corner development which is considered to be circa £60k. Cllr Leyshon will review the earmarked reserve list and inform the Town Clerk.

89. CORRESPONDENCE

- a. **A joint statement from the Leaders of four District Councils** was previously distributed and then discussed
- b. **Lalibela hospital report** Former town councillor Hugh Sharp has remained in contact with Lalibela Hospital and was pleased to inform that the much needed and long overdue maternity unit opened on July 9th. The Mayor offered to contact Hugh Sharp and thank him for keeping the Town Council informed.

Action – Worshipful Mayor.

90. NEWS RELEASES

The Clerk is to prepare a news release on the subjects of the Community Fridge project and the award of funding for Towns Fund projects (in conjunction with Mendip DC)

91. ACTIONS

All the required actions have been identified and noted throughout these minutes.

The meeting close at 10.35pm.

Signed _____

Worshipful Mayor
8th September 2020