



Glastonbury Town Council

Annual meeting of the Council held on Tuesday 8th May 2018 at 7pm

PRESENT: Councillors: A Black, D Abbott, J Brunsdon MBE, J Coles, J Cousins, E George, S Henderson, J Keery, W Knight, L MacDougall, D Michell, T Napper, S Thurgood, I Tucker

APOLOGIES: Councillor N Cottle (work commitments)

IN ATTENDANCE: The Town Clerk
Gary Knight – Macebearer
Terry Dowden - Macebearer
David Greenway –

PUBLIC PARTICIPATION TOOK PLACE BETWEEN 7 AND 7.15PM

The peace candle was lit by Peter Gledhill.

The outgoing Mayor, Councillor E George gave a speech before presiding over the election of Mayor.

1. ELECTION OF MAYOR

It was proposed by Councillor S Henderson, seconded by Councillor I Tucker and unanimously

RESOLVED

that Councillor D Abbott be elected Mayor for the ensuing year.

There was a short adjournment whilst the Mayor retired to the Mayor's Parlour to accept the robes of office from the outgoing Mayor.

Councillor D Abbott returned to the room, read and signed the Declaration of Acceptance of Office and Code of Conduct and gave an acceptance speech.

2. DECLARATIONS OF INTEREST

There were none.

3. ELECTION OF DEPUTY MAYOR

It was proposed by Councillor E George, seconded by Councillor J Keery and unanimously

RESOLVED

that Councillor A Black be elected Deputy Mayor for the ensuing year.

The Deputy Mayor retired from the meeting at this point to accept the robes of office.

4. APPOINTMENT OF SERGEANTS-AT MACE

The Mayor appointed Gary Knight and Terry Dowden as her Sergeants-at-Mace for the ensuing year.

5. APPOINTMENT OF CHAPLAIN TO THE MAYOR

The Mayor announced that Dr Timothy Hopkinson-Ball had agreed to act as her Chaplain for the ensuing year.

6. STANDING COMMITTEES

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

Communications	Councillors: N Cottle, J Cousins, E George, S Henderson, J Keery, D Michell, T Napper
Finance and General Purposes	Councillors: D Abbott, J Brunsdon MBE, J Coles, N Cottle, J Cousins, E George, S Henderson, J Keery, L MacDougall, S Thurgood, I Tucker
Promoting Glastonbury	Councillors: N Cottle, J Cousins, E George, S Henderson, D Michell, W Knight, L MacDougall
Property and Assets	Councillors: D Abbott, A Black, J Brunsdon MBE, J Coles, N Cottle, J Cousins, E George, S Henderson, J Keery, W Knight, L MacDougall, D Michell, S Thurgood, I Tucker
Planning	Councillors: D Abbott, J Brunsdon MBE, N Cottle, J Cousins, E George, S Henderson, L MacDougall, D Michell, S Thurgood, I Tucker
Staffing	Councillors: D Abbott, A Black, E George, J Keery, I Tucker
Youth Provision	Councillors: J Coles, E George, S Henderson, J Keery, S Thurgood, L MacDougall
Glastonbury in Bloom	Councillors: A Black, J Brunsdon MBE, N Cottle, E George, D Michell, I Tucker
A361	Councillors: D Abbott, J Brunsdon MBE, N Cottle, E George, J Keery, D Michell, L MacDougall, T Napper, S Thurgood, I Tucker
Frost Fayre	Councillors: A Black, N Cottle, E George, D Michell, I Tucker
Neighbourhood Plan Steering Group	Councillors: A Black, J Brunsdon MBE, J Cousins, E George, S Henderson, J Keery, L MacDougall, T Napper

7. APPOINTMENTS TO OUTSIDE BODIES

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

Austin Memorial Homes	(4)	Councillors: J Brunsdon, J Coles, J Keery and S Thurgood
Glastonbury Tribunal	(1)	Councillors: J Cousins
Glastonbury and Sharpham Burial Joint Committee	(8)	Councillors: J Brunsdon MBE, J Coles, N Cottle, E George, D Michell, S Thurgood, I Tucker and one representative from Sharpham Parish Meeting
Citizens' Advice Bureau	(3)	Councillors: W Knight, J Cousins, S Henderson
Somerset Associations of Local Councils	(2)	Councillors: N Cottle and L MacDougall
Glastonbury Charities	(1)	The Mayor
St Edmund's Community Hall Management Committee	(4)	Councillors: A Black, N Cottle, J Cousins, I Tucker
Glastonbury Community Development Trust	(2)	Councillors: J Coles and L MacDougall
Talking Newspapers for the Blind	(1)	Councillor D Michell
Mendip Health and Wellbeing Panel	(1)	Councillor W Knight
PACT	(3)	Councillors: D Abbott, D Michell, T Napper, S Thurgood, S Henderson
Fairtrade	(2)	A Black and L MacDougall
Glastonbury Carnival Ctte	(1)	Councillor J Coles (Councillor Cottle substitute)
Harvest Show	(2)	Councillors L MacDougall and D Michell
Licensing Advisory Group	(4)	Councillors: D Abbott, E George, S Henderson, S Thurgood
Strode College Theatre Board	(1)	Councillor S Henderson
Mendip One Team	(1)	Councillor E George
NALC	(1)	Councillor J Cousins
Glastonbury Information Centre	(4)	Councillors J Cousins, E George, J Keery, I Tucker

8. CALENDAR OF MEETINGS

The draft calendar of meetings for Town Council, Planning Meeting and Finance and General Purposes Committee for 2018/2019, copies of which had been circulated to each member, was **APPROVED**.

9. SIGNATORIES TO BANK ACCOUNT

RESOLVED that the following Councillors be appointed as signatories to the Council bank accounts:

- (a) HSBC - Councillors: Brunsdon, Coles, George and Knight be appointed as signatories to the HSBC bank accounts
- (b) Santander – Councillors J Brunsdon and S Thurgood
- (c) Nationwide – Councillors D Abbott, J Coles and E George

10. MINUTES

- a) The minutes of the meeting of the Council held on 10th April 2018, which had been circulated to each member, were taken as read and signed by the Mayor as a correct record. Councillor Henderson was asked to check on the situation regarding the new Public Space Protection Order and why this did not include the prohibition of drinking alcohol in the Town Centre.
- b) The minutes of the meeting of the Property and Assets Committee held on 11th April 2018, were received.
- c) The minutes of the Promoting Glastonbury Committee held on 16th April 2018 were received.
- d) The minutes of the meeting of the Planning Committee held on 25th April 2018, were noted. Councillor George asked for it to be recorded that she had sent her apologies.

11. SCHEDULE OF PAYMENTS

RESOLVED that the schedule of payments, now submitted, a copy of which is attached to the official minutes be approved and signed by two members as the Town Clerk's authority to make the payments.

12. APPOINTMENT OF INTERNAL AND EXTERNAL AUDITOR FOR 2017-2018 FINANCIAL YEAR

The Town Clerk informed the Council that the newly appointed auditors are PKF Littlejohn, Canary Wharf, London.

It was **RESOLVED** to appoint Probusiness of Wells as the internal auditor for the Town Council.

None of the Councillors declared conflict of interests relating to either company.

13. REVIEW OF FINANCIAL REGULATIONS AND STATEMENT OF INTERNAL CONTROL

The Financial Regulations and Statement of Internal Control had been reviewed and approved at the Finance and General Purposed Committee meeting in November 2017.

The Town Clerk reported that the Town Council risk assessment should be reviewed at the next Finance and General Purposes Committee meeting.

14. COMMUNICATIONS AND ANNOUNCEMENTS

Councillor George reported that the Youth Council, in partnership with Street Action for Youth, would be holding a bake off and litter pick/clean up on 29th May.

Councillor Cousins thanked the Council for allowing the May Day celebrations to start from the piazza in front of St Dunstan's House.

Councillor Black said that following approval from the Town Council to support Volunteers' week (1st-5th June), she had booked the small hall for two events for charities and organisations to promote volunteering in the town. There were a number of tables still available.

Councillor Keery said that Somerset County Council needs to address the problem of traffic caused by the Hinkley Point C Development.

15. CORRESPONDENCE

The following correspondence was considered:

- a) Mendip District Council – Road Closure consultation (Chilwell St, Lambrook St, Silver St, High St, Benedict St, Magdalene St – Clifton Diocesan Annual Pilgrimage – 8th July 2018 – 1pm-4pm – There were no objections from the Town Council.
- b) Burnham on Sea Motor Club Limited – Request to use St Dunstan's Car park from 8.30am to 10am free of charge for start of the Annual Andy Simm Classic Car Tour on July 15th 2018 – Request approved by the Town Council.
- c) Letter of complaint from Bruce Garrard dated 8th April 2018 re Road Consultation – This was referred to a Special Meeting of the Council for a response.
- d) Letter of complaint from Friends of the Earth dated 19th April 2018 re Road Consultation – This was referred to a Special Meeting of the Council for response.
- e) Mendip District Council – Road Closure – Mayor's Sunday Parade – 10th June 2018 – This was noted.
- f) Mendip District Council – Parish Bulletin – April 2018 – This was noted.
- g) Letter from PCL Planning requesting a meeting with Councillors to discuss transfer of recreation land at Uppingstock Farm and Pear Tree Farm to the Town Council – The Town Clerk informed the Council that she had arranged for representatives from PCL Planning to attend the next Planning Committee meeting.

Mayor, 12th June 2018