



GLASTONBURY TOWN COUNCIL

Minutes of Full Council held on May 17, 2022 at 7pm	
Councillors Present	R. Cook, J. Cousins, I. Donfrancesco, S. Henderson, Lokabandu, P. Manning, I. Mutch, M. Oakden, L. Osborn, Z. Price, S. Roney-Dougal, M. Smyth, M. White
Apologies	Councillors N. Cottle, L. MacDougall and T. Napper
In Attendance	Town Clerk, Transitional Town Clerk, Two Macebearers and 18 members of the public
Public Participation	5 members of the public spoke during public participation. The subjects raised included: <ol style="list-style-type: none">1. Mendip District Council's Public Space Protection Order2. Town Council Communications3. Telecoms and Surveillance in Glastonbury4. Radiation Levels in Glastonbury5. Affordable Housing in Glastonbury

1. TO ELECT A TOWN MAYOR FOR THE ENSUING YEAR

Cllr Henderson nominated Cllr Smyth, this was seconded by Cllr Mutch.

Cllr Lokabandu nominated Cllr Cousins, this was seconded by Cllr Donfrancesco.

Cllr Smyth withdrew from consideration to be Town Mayor.

It was **RESOLVED** by majority that Cllr Cousins be Mayor for 2022/23, 9-0-4.

2. MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE AND ACCEPTANCE SPEECH

His Worship the Mayor thanked those who have endorsed him to continue for a third term as Town Mayor. It was recognised that this is a crucial time for the Glastonbury Town Deal and that continuity in the role of Mayor, as a representative of the Town Council, was important for this year. Cllr Cousins signed the acceptance of office.

3. APOLOGIES

Apologies were received from Councillors N. Cottle, L. MacDougall and T. Napper and duly noted.

4. DECLARATIONS OF INTEREST

Cllr Cousins declared an interest in Glastonbury Information Centre CIC as he is a Director.

5. TO ELECT A DEPUTY MAYOR FOR THE ENSUING YEAR

Cllr Roney-Dougal nominated Cllr Donfrancesco, this was seconded by Cllr Smyth.

It was **RESOLVED** by majority that Cllr Donfrancesco be Deputy Mayor for 2022/23, 10-0-3.

6. TO APPOINT THE SERGEANTS AT MACE (MACE BEARERS)

Claire Crumpton and Terry Dowden were returned as Sergeants at mace for the ensuing year.

7. APPOINTMENT OF THE MAYOR'S CHAPLAIN

Reverend David McGeoch was returned as the Mayor's Chaplain for 2022/23.

8. TO APPOINT MEMBERS TO STANDING COMMITTEES AND ADVISORY COMMITTEES FOR THE ENSUING YEAR

Finance and General Purposes Committee	Cllrs Cousins, Donfrancesco, Henderson, Lokabandu, Osborn, Oakden, Cook, Manning, White, Roney-Dougal, Price, Smyth, Mutch, MacDougal*, Napper* and Cottle*
Property and Assets Committee	Cllrs Cousins, Donfrancesco, Henderson, Lokabandu, Osborn, Oakden, Cook, Manning, White, Roney-Dougal, Price, Smyth, Mutch, MacDougal*, Napper* and Cottle*
Planning Committee	Cllrs Cousins, Donfrancesco, Henderson, Lokabandu, Cook, Manning, Roney-Dougal, White, Price, Smyth, Mutch and MacDougall
Staffing Committee	Cllrs Cousins, Donfrancesco, Henderson, Oakden and Smyth
Youth Provision Committee	Cllrs Cousins, Donfrancesco, Henderson, Lokabandu, White, Price and Smyth
Glastonbury in Bloom Advisory Committee	Cllrs Cousins, Donfrancesco, Oakden, White, Smyth, Mutch, MacDougall and Cottle
Frost Fayre Advisory Committee	Cllrs Cousins, Donfrancesco, Henderson, Oakden, Roney-Dougal, White, Price, Smyth and Mutch
Climate and Ecological Emergency Advisory Committee	Cllrs Cousins, Donfrancesco, Osborn, White, Price, Smyth, Lokabandu, Mutch and Roney-Dougal
Neighbourhood Plan Advisory Committee	Cllrs Cousins, Donfrancesco, Cook, Manning, Roney-Dougal, White, Smyth, Mutch, Lokabandu and MacDougall*

It was **AGREED** unanimously for members as listed above to serve on committees.

* Councillors indicated their wish to sit on these committees after the meeting.

9. TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES

Austin Memorial Homes	4	Cllrs Price, Henderson, Smyth and White
Glastonbury Tribunal (Tourist Information)	1	Cllrs Cousins
Glastonbury and Sharpham Burial Board	7	Cllrs Manning, White, Lokabandu, Osborn, Cook, Donfrancesco and Cousins
Citizens Advice Bureau	3	Cllrs Osborn, Price and Donfrancesco
Somerset Association of Local Councils and the National Association of Local Councils	2	Cllrs Smyth and Cousins

St. Edmunds Community Hall	4	St Edmunds Ward Members: Cllrs Cottle, Cousins, Lokabandu and Roney-Dougal
Glastonbury Community Development Trust	2	Cllrs MacDougall and Manning
Mendip Health and Wellbeing Panel	1	Cllr Oakden
Glastonbury Carnival Committee	1	Cllr Napper
Harvest Show	2	Cllrs Cook and Donfrancesco
Strode College Theatre Board	1	Cllr Henderson
Mendip One Team	1	Cllr Henderson
Local Community Networks	1	Cllr Cottle
Glastonbury Information Centre	2	Cllrs Cousins and Oakden
Mendip CCTV	1	Cllr Manning
Glastonbury People's Trust	1	Cllr Cousins
Fairtrade	2	Cllrs MacDougall and Donfrancesco
Rights of Way	2	Cllrs Smyth and Mutch
Highways	1	Cllr Cottle
Police Liaison	4	Cllrs White, Manning, Osborn and Cook
Town Deal Board	1	This position is to be filled at the June Meeting after an induction for Councillors to the Town Deal

It was **AGREED** unanimously that the above appointments be made to outside bodies.

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

- i. Full Council
- ii. Planning Committee
- iii. Finance and General Purposes Committee
- iv. Annual Town Meeting

Other committees call their meetings based on the business to be transacted.

11. TO APPOINT SIGNATORIES TO THE TOWN COUNCIL BANK ACCOUNTS

HSBC: Cllrs Cousins and White. The Town Clerk and Responsible Finance Officer

Nationwide: Cllrs Cousins and White. Town Clerk and Responsible Finance Officer

It was **AGREED** that the above persons be signatories on the Town Council Accounts

12. TO RECEIVE AND CONSIDER THE MINUTES OF THE MEETING ON APRIL 12, 2022

The minutes of the above meeting were considered a correct record of the meeting and duly signed by the Mayor.

13. TO RECEIVE THE RESOLUTIONS OF THE FOLLOWING MEETINGS:

i. Planning Committee held on April 19, 2022

- (a) 2022/0062/HSE – Creation of Driveway – Gorsedd, Coursing Batch, Glastonbury, BA6 8BH
Recommended REFUSAL of this application on the grounds of the development may cause traffic problems such as access & safety problems accessing the road. **Recommended that this application is referred to the Highways Authority.**
- (b) 2022/0473/HSE – Erection of single storey rear extension to replace existing conservatory – 11 Manor House Road, Glastonbury, BA6 9DE **Recommend APPROVAL of this application.**
- (c) 2022/0588/HSE – Erection of extension & internal alterations – 1 Bilbury Lane, Glastonbury, BA6 8LX – **Recommend APPROVAL of this application.**
- (d) 2022/0607/HSE – Erection of a single storey & 2 storey extensions – Clairmont Villa, Leg of Mutton Road, Glastonbury, BA6 8HJ –**Recommend APPROVAL of this application.**
- (e) 2022/0661/FUL – Use of land as allotments with access and vehicle parking – Land at Common Moor Drove, Glastonbury – Glastonbury Town Council – Full Application.

(The Planning Committee did not discuss this application due to the Applicant being Glastonbury Town Council).

ii. Queen’s Platinum Jubilee Advisory Committee held on April 27, 2022

The Queen’s Platinum Jubilee Advisory Committee finalised details of the celebrations up to June 5 2022. These events include:

- May 19: Celebrating St Dunstan’s Day with a screening of ‘A Queen is Crowned’ at 1pm in the Town Hall and a reflection by Paul Weston on the St. Dunstan and the Glastonbury ‘Jubilee dynamic’ in the Town Hall at 7pm.
- June 2: Tor Beacon Lighting (9:30pm) *this event is being covered by the BBC and other news outlets*
- June 3: Community Procession (2pm) and Entertainment in the Abbey Grounds from (3pm)
- June 5: Church Service (11am) & Big Jubilee Lunch (12:30pm)

iii. Neighbourhood Plan Advisory Committee held on April 26 2022

The Neighbourhood Plan Advisory Committee met to identify areas of Local Green Space for which there is potential to protect in the Neighbourhood Plan. These parcels of green space are being appraised against the National Planning Policy Framework guidance on this topic and will be discussed at the next meeting on **June 7 at 7:30pm.**

iv. Climate and Ecological Emergency Advisory Committee held on April 28, 2022

The Climate Emergency Advisory Committee met to reflect on their year and identify their priorities for this Council year. **The next meeting is to be agreed.**

14. ASSETS OF COMMUNITY VALUE

The Town Council considered applying for Abbey Moor Stadium to become listed as an 'Asset of Community Value' with Mendip District Council so that in the event of the sale of the land, the community had first refusal.

It was **RESOLVED** unanimously for the Town Council to apply for Abbey Moor Stadium to be listed as an Asset of Community Value.

15. TO CONSIDER PLANNING APPLICATION 2022/0765/TCA

Councillors considered the application to: fell four Ash trees, remove a leaning stem of a Bay tree, to prune a Yew by 2m, and to remove lower limbs of a Yew tree by 1.5m in the conservation area.

It was **RESOLVED** unanimously to refer this application to the Mendip District Council Tree officer.

16. COUNTY COUNCILLOR REPORTS

Apologies were received from County Councillor Cottle and County Councillor Hart was absent from the meeting.

17. DISTRICT COUNCILLOR REPORTS

Apologies were received from Cllrs Cottle and MacDougall. Cllrs Cousins and Henderson had nothing to report so soon after the election.

18. TO CONSIDER THE SCHEDULE OF PAYMENTS

The schedule of payments was presented and there was a query from Cllr Smyth regarding the payment for reroofing of the Town Hall and what it entailed. The Clerk explained that the payments for scaffolding and roofing to repair the leaking roof of the Main Hall and improve the cover of insulation.

19. APPOINTMENT OF THE INTERNAL AND EXTERNAL AUDITOR FOR 2022/23

"Pro-Business" based in Wells was recommended to Councillors to be reappointed as the Council's internal auditor. The external auditor is appointed nationally and is currently PKF Littlejohn.

It was **AGREED** to appoint the above auditors for the next year.

20. TO REVIEW COUNCIL POLICIES AND POWERS

Councillors reviewed the requirements of the General Power of Competence from the Localism Act 2011.

It was **AGREED** that Glastonbury Town Council meets the requirements to hold the General Power of Competence for 2022/23.

- Code of Conduct for Councillors
- General Data Protection Regulation (GDPR)
- Financial Regulations
- Code of Conduct for handling complaints
- Standing Orders
- Community Engagement Policy
- Equal Opportunities Policy
- Health and Safety Policy
- Social Media Policy
- Asset register
- Glastonbury Charter for the Environment

It was **AGREED** that the Town Council adopt the above documents for 2022/23.

On the subject of the Council's Social Media presence and policy, it was proposed by Cllr Smyth to remove the Ward Facebook Groups and Seconded by Cllr Henderson. It was **RESOLVED** by majority to remove these groups 10-0-3.

The Transitional Town Clerk confirmed to members that the Town Council has a presence on Facebook via a page, Twitter, Instagram and LinkedIn.

21. COMMUNICATIONS AND ANNOUNCEMENTS

One communication had been received for the Mayor and Deputy Mayor from Reverend Tobie Osmond, Minister of Taunton and Cllr Susan Lees, Mayor of Taunton, inviting them to a church service. The Mayor and Deputy Mayor thanked the invitees but are otherwise engaged at activities in Glastonbury.

Cllr Cousins formally congratulated all Councillors on their election victories and remarked that the broad skill base will help the Town Council work for the betterment of the Town.

22. CORRESPONDENCE

The Clerk encouraged Councillors to express their interest in training provided by Somerset Association of Local Councils through the Clerks Office.

23. SUMMARY OF ACTIONS

The Transitional Town Clerk took a number of actions from the meeting including: replying in writing to members of public regards their questions raised in public session, writing to outside bodies suggested by Cllrs who may wish to have a Town Council representative, to liaise with Mendip District Council about any requirement to replace felled trees and to review the Town Council's Social Media policy.

24. EXCLUSION OF THE PRESS AND PUBLIC TO ENTER CONFIDENTIAL SESSION

Councillors received and considered a motion proposed by Cllr Cousins and seconded by Cllr Smyth.

It was **RESOLVED** unanimously to confer the honorary title of Alderman of Glastonbury Town Council to former Councillors Ian Tucker, John Keery and John Coles for the eminent services they have rendered Glastonbury over their combined 100+ years of service to the Town.

The meeting closed at 21:27

SIGNED:	DATE:
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