



## GLASTONBURY TOWN COUNCIL

<b>Minutes of Full Council held on 8 November, 2022 at 7pm</b>	
Councillors Present	R. Cook, J. Cousins, I. Donfrancesco, S. Henderson, Lokabandhu, L. MacDougall, P. Manning, I. Mutch, T. Napper, M. Oakden, L. Osborn, Z. Price, S. Roney-Dougal, M. Smyth, M. White
Apologies	Councillor Cottle
In Attendance	Town Clerk, Alderman Keery, Macebearer, County Councillor Hart and 10 members of the public
Public Participation	3 members of the public spoke during public participation. The subjects raised included: 1. Traffic on Coursing Batch 2. Public Space Protection order and Town Deal 3. The Travelling Community

### **136. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Cottle due to family commitments. These apologies were duly **NOTED**.

### **137. DECLARATIONS OF INTEREST**

Cllrs Cousins, Manning and White declared interests as members of the Town Deal Board. Cllr Napper declared interests as a Mendip District Councillor and a member of Street Parish Council. Cllr Cousins declared a further interest as a Director of Avalon Community Energy. Cllr Manning declared a further interest as a director of the Beckery Island regeneration Trust.

### **138. TO APPROVE AND SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETINGS HELD ON 13 SEPTEMBER AND 11 OCTOBER 2022**

As matters arising from October, Cllr Roney-Dougal queried the status of returning benches to the high Street, the Town Clerk advised that no correspondence had been received and it would be chased. Alderman Keery queried the installation of a Changing Places Toilet in St Dunstan's House and St John's Car Park. The Town Clerk clarified his queries regarding the plans of the Town Council for St Dunstan's and Mendip District Council for St John's Car Park. Cllr Donfrancesco asked if there would be a police report, the Town Clerk advised that owing to the special meeting with the Police on November 14, there was no Police presence at this meeting.

The minutes were duly **SIGNED** by the Mayor as a correct record of the meeting.

### **139. SUMMARY OF ACTIONS FROM THE LAST MEETING**

The Clerk updated members on the progress of actions from the last meeting in October. Finance and General Purposes are due to consider a grant application from Street Volunteer Driver Service. The installation of bike racks and benches is progressing through the Town Council's Project Officer in liaison with members. The Responsible Finance Officer was asked about the shortfall in Town Hall lettings and this is a combination of invoicing being behind and an optimistic estimate during budget setting in 2021. The Police were invited to an extraordinary meeting and this was to be held on 14 November. Kew Gardens were written to and thanked for the specimen of a Holy Thorn Tree that was provided for the planting ceremony in late September. The Staffing committee are due to consider appointing a consultant to complete the Neighbourhood Plan and the Town Clerk will continue to chase the status of S106 monies from Mendip District Council.

### **140. TO RECEIVE A POLICE REPORT**

No police representative was present for the meeting and a written report had not been received in advance of the meeting. This is owing to the extraordinary meeting with the Police and Mendip District Council Enforcement teams organised for 14 November, 2022.

### **141. TO RECEIVE THE BUDGET MONITORING REPORT**

Cllr Roney-Dougal queried income not yet received from Austin Memorial Homes, St Edmund's Community Hall and the Burial Board. In addition, the grass-keep rent income for land at Common Moor was queried. Cllr Manning further queried the income from the Burial Board. The Town Clerk would investigate these queries with the Responsible Finance Officer.

The budget monitoring report was **NOTED**.

### **142. TO RECEIVE THE SCHEDULE OF PAYMENTS**

The schedule of payments for November was considered by members and was duly **SIGNED** by the Mayor and Deputy Mayor.

### **143. TO CONSIDER MOTIONS RECEIVED FROM COUNCILLORS**

- a. "This Council supports the ongoing 'suite of works' pursued by the Glastonbury Multi-Agency Group in consultation with local residents and the travelling community – such as:
- Working with vehicle dwellers and travellers in the Glastonbury area in recognition of the significant numbers within the non-bricks-and-mortar community;
  - Identifying and providing housing and health support through Mendip District Council's Roadside Housing Advisor, a specialist Housing Options Officer, Gypsy liaison officer, and traveller education service;
  - Identifying options for permanent and temporary provision of traveller sites in and around Glastonbury;
  - Undertaking the identified programme-of-work for the four main roadside locations in the town.

However, this Council does **not** condone or support the draconian and disproportionate 'Mendip District Council [Unauthorised Encampments] Public Spaces Protection Order [No. 1 of 2022]' adopted by Mendip District Council's Cabinet on Monday, 3rd October 2022, which makes a person or persons guilty of an offence:

- If they arrive or remain, at any time, with any vehicle, caravan, tent, or other structure, adapted or intended to be used for the purposes of accommodation (temporary or otherwise) for longer than a single day between the hours of 07:00 until 23:00, with no return within any consecutive 4-week period in the Wards of Glastonbury St. Benedict's, St. Edmund's, St. John's, and St. Mary's; Butleigh and Baltonsborough; Croscombe and Pilton; Moor; The Pennards and Ditcheat; Street South, North, and West; Wookey and St. Cuthbert Out West.
- If that person fails to give details of the person's identity, and driver's identification documentation where applicable, when requested to do so by an authorised person in pursuance of the requirements of the [Unauthorised Encampments] Public Spaces Protection Order.

*Proposed by Cllr Cousins and seconded by Cllr Donfrancesco*

Cllr Osborn proposed an amendment to the motion, to consider it in separate parts regarding the suite of works undertaken by the MAG and separately the Public Space Protection order. This was seconded by Cllr Cook but the amendment was **DEFEATED** by majority.

A robust debate followed with representations from Councillors. The points raised included the difficulty presented by two subjects being considered in one motion; the origins of the Public Space Protection Order and its intended purpose to help solve a problem the Town Council asked for help with; the risk to any future World Heritage Status Application; the true level of roadside dwelling which is thought to be lower than claimed; that the motion could benefit a High Court appeal by the travelling community which is in progress; pollution of rivers caused by roadside dwelling; that the Public Space Protection order could have effects on families; that it could be seen to criminalise poverty and homelessness; that it is too wide and could affect tourists not just roadside dwellers; that it does not address anti-social behaviour specifically; that there are a large number of caveats on the legislation so it will seldom be enforced and finally the need for permanent and transit sites for non-bricks and mortar dwellers.

Cllr Manning asked if the motion could be withdrawn and considered at a future meeting once the level of enforcement was clearer to the Town Council.

Cllr Donfrancesco, as seconder, spoke to the motion and topics raised in the debate, that the vulnerable were being criminalised for living in Glastonbury which is a unique place; what Glastonbury has cannot be bought.

Cllr Cousins, as proposer, spoke to the motion and topics raised during the debate stating that the motion wasn't presented to be divisive, but instead walk a line to bring people together. Cllr Cousins stated that it was divisive to "pick" on people who "aren't like us" and make them criminals for something they "intend" on doing, without necessarily doing it.

A recorded vote was requested and taken as follows overleaf:

<b>For</b>	Cllrs Cousins, Donfrancesco, MacDougall, Smyth, Price, White, Mutch, Roney-Dougal, Lokabandhu	9
<b>Against</b>	Manning, Oakden, Henderson, Napper, Osborn, Cook	6
<b>Abstentions</b>	None	0

The motion **PASSED** by majority.

#### **144. TO NOTE THE RESOLUTIONS OF DELEGATED COMMITTEES**

The following resolutions were **NOTED** by members:

##### **a) Resilience Committee meeting held on 10th October 2022**

- Cllr Donfrancesco nominated Cllr White and this was seconded by Cllr Mutch. It was RESOLVED unanimously that Cllr White shall be Chair for the ensuing year.
- Cllr Mutch nominated Cllr Donfrancesco and this was seconded by Cllr Smyth. It was RESOLVED unanimously that Cllr Donfrancesco shall be Deputy Chair for the ensuing year.
- It was RESOLVED unanimously to express an interest in obtaining funding from the UK Shared Prosperity Fund, via Somerset County Council, in order to conduct a full community consultation exercise to understand the benefits and drawbacks of Town Centre pedestrianisation.
- Members were shown a draft of Glastonbury's Emergency Plan and set the available documents by email. It was RESOLVED unanimously that the Emergency Plan be a regular agenda item and is updated continuously.
- It was RESOLVED unanimously to investigate the feasibility of using an electric boiler with the current pipework in the Town Hall.

##### **b) Property & Assets Committee meeting held on 12th October 2022**

- Cllr Cousins proposed that the works to replace the Town Hall boiler are awarded to Company A (James Wilkins Plumbing and Heating) as the best value quotation for the works to the value of £23,091.75 ex VAT. This was seconded by Cllr Henderson and RESOLVED unanimously.
- Cllr White proposed that proposal A is chosen for the Town Hall Mural by local artist Faye Susannah. This was seconded by Cllr Henderson and RESOLVED by majority.
- Cllr Henderson proposed that the Town Clerk investigates the future role of the Town Council in the operations of the Glastonbury information Centre. This was seconded by Cllr Smyth and RESOLVED unanimously.
- Cllr Mutch proposed that the Town Council retains the fees for parking in St Dunstan's car park over the Christmas period and that the Town Council does not mirror the free festive

parking offer that Mendip District Council run. This was seconded by Cllr Henderson and RESOLVED by majority.

- Cllr White proposed that works to renovate St Dunstan's Cottage take place as soon as possible in the new financial year. This was seconded by Cllr Lokabandhu and RESOLVED unanimously.
- Cllr White proposed that a standpipe is installed on Fisher's Hill Recreation Ground for a totally cost of up to £5,000. This was seconded by Cllr Roney-Dougal and RESOLVED by majority.
- Cllr Cousins proposed to delegate to the Clerk works to the dead tree on Fisher's Hill and have the trunk carved into something relevant to Glastonbury. This was seconded by Cllr Henderson and RESOLVED by majority.
- Cllr Henderson proposed that the Town Clerk be delegated the task of managing the artefacts owned by the Town Council that the Glastonbury Museum wish to borrow for exhibits. This was seconded by Cllr Lokabandhu and RESOLVED unanimously.

#### **c) Planning Committee meeting held on 18th October 2022**

- 2022/1933/FUL - Demolish part of building and replace with a single storey side extension, fenestration, doors and associated internal/external works – Tor Leisure Centre, Street Road, Glastonbury, BA6 9EF – Ms J Sharp – Full Application.

(This application is part of the Glastonbury Town Deal Fund – no discussion took place).

- 2022/1981/FUL - Repair and conversion of the former Baileys tannery and leather working factory into multi-use workspaces – Baileys Building, Beckery Old Road, Glastonbury, BA6 9NX – Mr I Tucker – Full Application.

(This application was not debated due to the Applicant being a former GTC Councillor).

- 2022/1982/LBC - Repair and conversion of the former Baileys tannery and leather working factory into multi-use workspaces – Baileys Building, Beckery Old Road, Glastonbury, BA6 9NX – Mr I Tucker – Listed Building Consent.

(This application was not debated due to the Applicant being a former GTC Councillor).

- 2022/2011/FUL – Accessible changing place – St Johns Car Park at rear of High Street, Northload Street, Glastonbury, BA6 9JJ – Chris Loughlin – Full Application.

(Cllr White proposed, seconded by Cllr Manning and agreed (with 1 abstention) to recommend APPROVAL of this application).

#### **d) Ethical Banking & Investments Sub-Committee meeting held on 18th October 2022**

- This meeting was postponed due to employee sickness, a new date is yet to be set.

#### **e) Youth Provision Committee held on 19th October 2022**

- Cllr J Cousins proposed the Youth Provision committee recommends to Full Council that this council agrees to adopt YMCA Glastonbury Youth Council proposal in concert with Shepton Mallet Town Council and Street Parish Council. The funding for this Glastonbury part of the project £7120.12 will be provided by the earmarked reserve fund for Youth Provision therefore not increasing the precept for this year. The Youth Council will be an advisory committee to the Youth Provision Committee (Standing Orders 46). This was seconded by Cllr Lokabandhu and RESOLVED unanimously.

It was further RESOLVED that the Youth Provision committee recommends to Full Council that this council agrees to adopt YMCA Glastonbury Youth Council proposal in concert with Shepton Mallet Town Council and Street Parish Council. The funding for this Glastonbury part of the project £7120.12 will be provided by the earmarked reserve fund for Youth Provision therefore not increasing the precept for this year. The Youth Council will be an advisory committee to the Youth Provision Committee (Standing Orders 46) and will make recommendations to Full Council.

#### **f) Staffing Committee held on 26th October 2022**

- Cllr Cousins proposed that the budget for staffing is increased by £30,000 in order that when the Town Council takes over the reins of the Glastonbury Information Centre, there is budget to provide paid staff. This is in addition to the £30,000 in the budget presently for the Manager's post. This was seconded by Cllr Oakden and RESOLVED unanimously.
- Cllr Oakden proposed that staffing be considered as a separate budget area and that in anticipation of any future salary awards or pay awards, an additional 7% is added to the overall staffing budget for 2023-24. This was seconded by Cllr Smyth and RESOLVED unanimously.
- Cllr Donfrancesco proposed that the post of Projects and Events Officer be made full time at 37h per week and that the Town Council trial not having a weekend administrator in the Glastonbury information Centre. This was seconded by Cllr Cousins and RESOLVED unanimously.
- Cllr Donfrancesco proposed that the Town Clerk use the serious staff sickness contingency budget of up to £5,000, which is projected not to be spent, for the purchase of IT equipment and additional desks to update the Town Council offices that do not have enough capacity for all staff and aging IT hardware which impacts on the efficiency of the office. This was seconded by Cllr Oakden and RESOLVED unanimously.
- The Committee agreed to look into the costs of a consultant for the Neighbourhood plan and set a meeting for 16 November at 6pm to review options.

### g) Property & Assets Committee meeting held on 1st November 2022

- Cllr Cousins proposed that the property and Assets Committee establish a sub-committee tasked with looking at ways to increase the revenue from Town Hall events. This was seconded by Cllr Donfrancesco and RESOLVED by majority. The date of the first meeting was set for 23 November at 7pm.
- Cllr Cousins proposed that parking charges in St Dunstan's car park be increased to the figures in the table below as of 1 April 2023. This was seconded by Cllr Roney-Dougal and RESOLVED by majority.

<b>Proposed St Dunstan's Car Park Charges from 1 April 2023</b>			
<b>Duration</b>	<b>New Charge</b>	<b>Increase (£)</b>	<b>Increase (%)</b>
<b>1 Hour</b>	£2.00	+£0.50	+33%
<b>2 Hours</b>	£3.00	+£0.50	+20%
<b>4 Hours</b>	£5.00	+£0.50	+11%
<b>All Day</b>	£11.00	+£1.00	+10%
<b>Carnival Night Coaches</b>	£60.00 (Coach)	+£5.00	+10%
	£40.00 (Minibus)	+£5.00	+15%

- Cllr Cousins proposed that the projects to control access and exit in St Dunstan's car park and to renovate St Dunstan's Cottage go ahead in the budget. This was seconded by Cllr Roney-Dougal and RESOLVED by majority.
- Cllr Oakden proposed that Allotment plot charges as of 1 September 2023 increase to £25 and the tiered pricing structure is removed. This was seconded by Cllr Donfrancesco and RESOLVED by majority.
- Cllr Roney-Dougal proposed that works to bring the second Common Moor allotment site are factored into the budget. This was seconded by Cllr White and RESOLVED unanimously.

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

#### a) Frost Fayre Advisory Committee held on 14th October 2022

No recommendations from this meeting.

## **b) Climate & Ecological Emergency Advisory Committee held on 27th October 2022**

Cllr Roney-Dougal updated members that representatives to the Somerset Bus Partnership had been appointed, these representatives are Cllrs Roney-Dougal and Osborn.

Cllr Roney-Dougal also updated members on the Avalon Agroecology meetings being held in the Town Hall as a joint project with Street Parish Council.

## **c) Neighbourhood Plan Advisory Committee meeting held on 3rd November 2022.**

Members continued to go through the Neighbourhood Plan document.

### **146. TO CONSIDER THE EXTERNAL AUDITOR REPORT AND CERTIFICATE 2021-2022 AND DECIDE WHAT, IF ANY, ACTION IS REQUIRED**

The completed report concluded that the Council is being run in line with legislation and raised no concerns or areas for improvement in addition to the points for improvement highlighted by the internal audit undertaken earlier in the year. The Responsible Finance Officer and Finance and General Purposes Committee had already considered these recommendations and put the necessary processes in place.

Members **NOTED** receipt of the External Auditors Report for 2021-22.

### **147. TO DELEGATE THE TOWN CLERK THE TASK OF ORGANISING A COMMUNITY 'WARM SPACE' IN THE TOWN HALL FOR THIS WINTER AND APPLYING FOR ASSOCIATED GRANT FUNDING**

Members received a verbal update from the Town Clerk about organising a Community Warm Space in the Town Hall and the funding available. Cllr Roney-Dougal proposed that this task be delegated to the Town Clerk. This was seconded by Cllr Donfrancesco and **RESOLVED** unanimously.

### **148. TO CONSIDER IF GLASTONBURY TOWN COUNCIL SUPPORTS THE INSTALLATION OF A BUS SHELTER ON WELLS ROAD BY WEST MENDIP HOSPITAL**

Members received a verbal update on the work of the Projects and Events Officer on securing funding for a bus shelter on Wells Road by West Mendip Hospital. Members raised that bus shelters encourage people to use buses and that anyone who was travelling from/to the Hospital would likely benefit from a shelter.

Cllr Roney-Dougal proposed that the Town Council support the installation of a bus shelter at the above location, and bus shelters at other locations without one as well, owing to the fact that they encourage people to use buses. This was seconded by Cllr Osborn and **RESOLVED** unanimously.

### **149. TO RECEIVE AN UPDATE ON COUNCILLORS VOLUNTEERING FOR FROST FAYRE 2022**

Councillors were reminded of the need for volunteers at the Frost Fayre and the time to report to the Town Hall to be assigned a role.

## **150. TO RECEIVE COUNTY COUNCILLOR REPORTS**

County Cllr Hart updated members on the work of the County Council including the projected overspend at the County Council of £55m, with savings of £20m already identified. Cllr Hart also informed members of the new Lord Lieutenant for Somerset and the work of Somerset County Council to protect the homeless, which resulted in being shortlisted for a national award.

County Cllr Cottle was absent from the meeting owing to family commitments but had circulated an update from the Somerset Liberal Democrats via the Town Clerk ahead of the meeting.

## **151. TO RECEIVE DISTRICT COUNCILLOR REPORTS**

Cllr Cottle was absent from the meeting owing to family commitments.

Cllr MacDougall had nothing in addition to her written report to raise with members.

Cllr Henderson had no matters to raise with members.

Cllr Cousins updated members on the recent 'Somerset COP' held in Somerton and a recent Somerset Rivers and Drainage Board meeting. Cllr Cousins further raised the funding application received by Mendip District Council by the Heart of the Tribe Gallery in Town as part of the 'Creative Mendip' grant scheme. A representative of the gallery was at the meeting and was invited to give an overview of the grant. Members were asked as part of the process to support the grant.

Cllr Roney-Dougal proposed that the Town Council support the grant. This was seconded by Cllr Mutch and **RESOLVED** by majority.

## **152. TO RECEIVE VERBAL UPDATES FROM REPRESENTATIVES TO OUTSIDE BODIES**

Cllr White updated members about developments within the Town Deal programme. Namely that members of the board had recently attended a development day as the programme moves from planning to delivery.

Cllr Lokabandhu gave an update on progress at St Edmund's Community Hall. Improvements to the fabric of the building and its governance were in hand.

Cllr Manning gave an update from Glastonbury Football Club and informed members of progress on their suite, and that the working relationship between the Town Council and Football Club was positive.

## **153. MAYOR'S ANNOUNCEMENTS**

Cllr Cousins updated members as to plans for Remembrance Sunday and to be at the Town Hall for 10:30am.

**154. COMMUNICATIONS AND ANNOUNCEMENTS**

There were no announcements from members or officers.

**155. CORRESPONDENCE**

There were no items of correspondence to raise before members at this meeting.

**156. NEWS RELEASES**

No items on the agenda were considered for a news release.

**157. ACTIONS ARISING FROM THE MEETING**

The Town Clerk had captured all actions arising from the meeting including: chasing the location of the removed high Street benches; various items of income from the budget monitoring report; referring items to Finance and General Purposes; informing Heart of the Tribe Gallery that the Town Council supported their application.

**158. TO NOTE THE DATE OF THE NEXT MEETING**

The next Full Town Council meeting will be on Tuesday 13 December, 2022.

In addition, an Extraordinary Full Town Council Meeting with the Police and Mendip District Council had been called for Monday 14 November, 2022.

<b>SIGNED:</b>	<b>DATE:</b>
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