

Glastonbury Town Deal Board

Minutes of the Project Board meeting held on Friday 16 October 2020 On Zoom

Present	Role/Representation
Robert Richards	Chair and Glastonbury Festivals
Katy Quinn	Strode College (alternate)
Cllr Simon Carswell	Mendip District Council
Katherine Clarke	Street & Glastonbury YMCA/Redbrick
Cllr Liz Leyshon	Somerset County Council (alternate)
Paul Manning	Glastonbury Chamber of Commerce (alternate)
Lucy Martin	Department of Work and Pensions
Kama McKenzie	Community Representative
Dr Lynne Sedgmore	Community Representative
Cllr Ian Tucker	Glastonbury Town Council

Apologies	Role/Representation
James Heappey	Vice Chair and Member of Parliament
Cllr David Hall	Somerset County Council
Darryl Mitchard	Melhuish and Saunders
David Ralph	Heart of the South West LEP
Jacqueline Cross	NHS CCG

In Attendance		Role/Representation
Tina	McEwen	Glastonbury Towns' Fund Support Team
Cllr Jon	Cousins	Mayor of Glastonbury
Anwen	Jones	Cities & Local Growth Unit (BEIS/MHCLM)
Jenny	Pitcher	Mendip District Council
Julie	Reader-Sullivan	Mendip District Council
Sheridan	Robins	Parliamentary & Comms Aide to James Heappey MP
Henry	Seymour	Cities & Local Growth Unit (BEIS/MHCLG)
Jane	Sharp	Mendip District Council
Gerard	Tucker	Glastonbury Town Council

Minutes:

Agenda Item	Discussion	Action
1. Welcome and Introductions	Robert welcomed everyone to the meeting, Cllr Simon Carswell introduced himself as new PH for Economic Development	
2. Chairs Opening Remarks	He went on to talk about the success of the Accelerator Fund bid and congratulated everyone on a job well done.	This was an agenda item
3. Minutes and Matters arising from 4 September meeting	Expressions of interest – Tina to circulate longlist of proposed projects for 16 October meeting. TM/JRS to circulate press release once confirmation received re Accelerator Funding	All done – no further action. Katy Quinn not David Byford attended the last meeting - minutes to be amended
4. Accelerator Fund Projects	Robert asked Jane to give an update on progress. The funding has been received by MDC. Contract for RBB signed and first payment to go out today 16/10/20. Herbies field - contract for GTC to be signed on 19/10/20 and aim to finish project by end Nov. Town Centre refurb - further consultation - leaflet drop to residents in the town and presentation on lighting has taken place and a planter to be trialled. Consultation to be closed on 20/10/20 OS walk - Liz is liaising regarding this project. Contract to be drafted next week, infrastructure identified that needs to be improved. Contact details for Contractor have	Jane to continue to work with Accelerator Projects in terms of progress and contracting. Tina to send GTC comments gathered through consultation process.

	<p>been received and liaison with Landowners ongoing and short cuts, alternative routes and match to Pilgrim route taking place. Liaison with Public Rights of Way is underway.</p> <p>St Edmunds Hall - in discussion with Emma George to put contract into place and additional task to liaise with MDC on possibility of purchasing land and car park.</p>	
5. Communications Update	Robert asked Julie to update on progress. Julie provided an update in terms of social media and Comms timelines. Media Team are considering a customised Facebook page and business communications are planned.	Julie to Liaise with Katy to provide opportunities for Strode College Students to photograph progress and undertake interviews
6. Call for Expressions of Interest Process	Tina and Julie were asked to update on the process and progress made. The update included the rationale for developing the clusters and moving forwards	
7. Expressions of Interest Table and suggested way forward	<p>Lynne presented a paper representing the views of the five Glastonbury Community Board Members and this will be circulated to all Board Members. A discussion then took place between the Board Members. The outcome agreed is in the actions column.</p> <p>Henry advised that it was important to consider the Business benefits, employment opportunities and growth when focussing on the Town Investment Plan. There is room for residential but as part of a wider bid. Ensure that all projects are strong when including in the TIP and not speculative.</p>	<p>Julie and Tina will liaise with Lynne and the other group members over the next few weeks to further develop the project clusters and progress the Town Investment Plan.</p> <p>They were asked to be mindful about governance, the needs of different communities, State Aid and the involvement of the private sector.</p>

	Julie reminded the Board of the issues around Phosphates in Somerset and the potential costs in terms of remediation and possible challenges relating to planning.	
8. Any other business	<ul style="list-style-type: none"> a. Conflict of Interest form b. Graphic designer suggestions 	<ul style="list-style-type: none"> a. To be circulated to all by Tina. b. Julie to check whether payment can be made to any Graphic Designers. c. Previous minutes to be made available on the website.