

Glastonbury Town Deal Board

Minutes of the Project Board meeting held on Friday 7 August 2020 Hosted on Zoom (online)

Present:

Robert Richards (RR) – Chair and Glastonbury Festivals
James Heappey (JH) – Vice Chair and Member of Parliament
Cllr Ian Tucker (IT) – Glastonbury Town Council
Cllr Liz Leyshon – (LL) - Somerset County Council (alternate)
Cllr Peter Goater (PG) – Mendip District Council
Darryl Mitchard (DM) – Melhuish and Saunders
David Byford (DB) – Strode College (alt for Katy Quinn)
Dr Lynn Sedgmore (LS) – Community Representative
Kama McKenzie (KM) – Community Representative
Katherine Clarke (KC) – Street & Glastonbury YMCA/Redbrick
Paul Manning (PM) – Glastonbury Chamber of Commerce

Apologies:

Cllr David Hall (DH) – Somerset County Council
Heidi Coombe (HC) – Heart of the South West Local Enterprise Partnership
Jacqueline Cross (JC) – NHS CCG
Lucy Martin (LM) – Department of Work and Pensions

In attendance:

Anwen Jones (AJ) – Cities & Local Growth Unit (BEIS/MHCLG)
Christina (Tina) McEwen (TM) – Lead consultant – Glastonbury Towns Fund
Cllr Jon Cousins (JCs) - Glastonbury Mayor, Glastonbury Town Council
Gerard Tucker (GT) – Glastonbury Town Council
Henry Seymour (HS) - Cities & Local Growth Unit (BEIS/MHCLG)
Jenny Pitcher (JP) – Mendip District Council
Julie Reader-Sullivan (JRS) – Mendip District Council
Paul Hickson – (PH) Somerset County Council
Sheridan Robins – (SR) – (Parliamentary & Comms Aide to James Heappey MP)

1. Welcome and Introductions

Due to the ongoing restrictions of Covid-19, the Board meeting was held online.

RR introduced the meeting by thanking everyone for their contributions to the discussions with TM, in order to meet the urgent deadlines for the Accelerated Funding announcement. The project grid would form the main basis for discussion in order to allow the Board to consider and prioritise those projects which met the criteria and which could be presented by 14 Aug 2020 to Government. Selected projects should meet the criteria for deliverability by the March 2021 deadline.

It was recognised that not all projects listed could be brought forward, however the group would work together to achieve a harmonious outcome and to deliver good

results for the local community.

2. Minutes and Matters Arising from Board meeting held 17 July 2020

Amendment (17 July 2020 minutes) KC noted that she is the former Chair of Governors to St Dunstan's School.

HS had responded directly to TM on the digitalisation of capital assets question.

3. Vision, Mission and Values (VMV) - discussion and adoption

RR led a discussion of the draft paper circulated following comments and input from the Board. Additional amendments to the VMV included:

- Addition of "rural landscape" into sentence (historic and unique legacy) (KM)
- Addition of "needs" into sentence including "spirit of the local community" (KC)

The VMV was approved, subject to these amendments.

4. Board Terms of Reference (ToR) – discussion and adoption

RR led a discussion of the draft ToR circulated following previous comments from the Board. Additional amendments included:

- 1.2 - Addition of "indigenous spirituality" into sentence including "New Age" (LS)

Under 3.1 and 3.2 LS asked for further clarification around the extent of the Board roles, including the scope and extent of Board member's responsibilities, and the resources at its disposal.

TM confirmed the role of the Board as Advisory, as Government has nominated MDC as Lead Council and Accountable Body – however noted that this did not reduce the responsibility of the role of the Board. JRS and TM to provide additional wording to clarify within the ToR and re-circulate.

Action: TM/JRS – to re-circulate amendments to the ToR.

5. Project Grid for £500k Accelerated Funding

RR introduced the project grid of named schemes following consultation with Board members and a group-led discussion was held to short list the scheme, with a focus on the Government's criteria; the potential deliverability and scope of projects, and the outcomes that they could achieve in the community. All projects were recognised as having merit to have made the list.

HS confirmed that no project shortlisted for the Accelerator Funding proposal would pre-determine the Town Investment Plan consultations and decision-making for the future plan. The Accelerator Funding is separate and stand alone.

JH asked if representatives could help by confirming if Government preferred a single or two larger capital “transformative” schemes, or a series of smaller capital project proposals, to ensure the group was making the right decisions at this stage.

HS confirmed that, for the Accelerator Funding, either approach would be considered sound by the Local Policy Team if delivering tangible capital benefits to the community and delivered “at pace”. Key considerations for the Board was that the proposal to Government offers a good match with the original criteria set out in the letter to the Chief Execs of Lead Councils. The final project list must also be signed off by the S151 Finance Officer (Mendip District Council).

It was acknowledged by the wider group, that although the timing had created less opportunity for communication and consultation than they would have liked, the importance of securing the funding for the town was of vital concern. It was also recognised that the projects listed had already been identified by different parts of the community as being important for Glastonbury.

Each project was introduced and a short discussion held. A number of projects were agreed as possibly being of interest for the main Town Investment Plan, but which would not be shortlisted for the August deadline. These included a pop-up career shop, additional hardstanding in town parks, the Baily’s building, environmental improvements at the Somerset Museum of Rural Life and iPad provision for the unemployed. In some cases, however, alternative funding streams or provision was already under consideration.

Following the group discussion, the following were approved for the short list, for consideration by the S151 officer and to be submitted for Government approval. These were considered to match best with the above criteria, and the following projects, amounts and proposed project sponsors, were proposed and allocated according to the best profile of undertaking and spend to meet the Government delivery deadline in March 2021.

RR and PG noted that the proposed project sponsor list does not exclude other organisations from potential involvement, which may actively seek to broaden local benefits and outcomes.

- Town Centre initial refurbishment scheme (£100k)
 - *Proposed project sponsor: Glastonbury Town Council*
- St Edmunds Hall refurbishments and greenspace, Windmill Hill (2 projects merged following group discussion) (£55k)
 - *Proposed project sponsor: St Edmunds Hall Management Committee*
- The Life Factory, Redbrick Building C (£250k)
 - *Proposed project sponsor: Redbrick Building Community Benefit Society*
- Herbie’s Field – capital improvements to support overflow parking (£55k)
 - *Proposed project sponsor: Glastonbury Town Council*

- Ordnance Survey walk – capital improvements to town walk (£40k)
 - *Proposed project sponsor: Glastonbury Conservation Society*

It was noted that when we submit our Town Investment Plan we will need to show how we are building on this initial Accelerator Fund investment fund of £0.5m. LL noted that considerable work has also been done on mapping the Beckery Island area which may also be of interest for the Town Investment Plan.

KC and KM noted that the Life Factory and St Edmunds Hall schemes proposed could make a significant benefit, particularly to the lives of young people as part of a Covid-19 response, and DB also highlighted Strode College's support for the schemes. IT noted that the town had a strong track record in delivering schemes under budget and through strong community creative and practical support and engagement with volunteers. The Accelerator Fund would also help to build with capacity-building knowledge in the community, prior to the main Town Investment Plan consultations.

IT and PM also noted the benefits to businesses in the town centre through complementarity between the town centre improvements and Herbie's Field. LS and LL noted the support for health, leisure and tourism with the OS walk, for which an additional app is also being explored by MDC, and which could include further promotion of aspects of the Pilgrim's Way as part of the town's global renown as a heritage and spiritual destination.

6. Next Steps for Accelerated Funding

LS, IT and other Board members asked for clarification over communications following the Board meeting. Individual Board members in the town were coming under pressure to provide updates, and needed to be able to communicate consistently and effectively.

HS noted that as the proposed schemes had not yet been signed off by either the S151 officer or Government it would be more appropriate for Board members to note that they awaiting approval of the shortlist prior to issuing communications on individual proposals. TM and JRS agreed that a short briefing note would be provided to Board members by Monday, as an interim communications update.

Action: TM/JRS to provide comms update for Board members by 10 August

JRS confirmed that costed project proposals had already been received for the long list, and that the short list would be revised with the amended project amounts, and reviewed again with the S151 officer by Wed 13, prior to sign off and submission on 14 August 2020.

The group also delegated responsibility to the Chair to formally approve the final proposal on behalf of the Board, following sign off by the S151 officer.

JH queried timescale for approval by Government and HS confirmed this was

expected in September although a date had not been confirmed yet. A quick decision was anticipated though in order to ensure funding was released and projects could proceed at pace nationally.

7. Next Steps for Town Investment Plan (Main programme)

TM outlined the next steps for the Town Investment Plan, which will proceed swiftly following the submission of the Accelerator Fund proposal. Monthly Board meetings were proposed, with further business and community consultation to take place in September. Further input was expected on business and economic issues affecting the town particularly. Further public consultation will also take place, and Board members were reminded to promote the My Towns portal for local residents and businesses to have their say – mytown.communities.gov.uk

Outline bids for the Plan should be submitted in Oct/Nov 2020 with a final draft expected to be submitted to Government before Christmas.

8. Any Other Business

No other business was raised.

The date of the next meeting is **Friday 4th September 2020, 2.00pm** to be held online by Zoom invitation.

Future Board dates:

2pm – Friday 4 September

2pm – Friday 16 October (pls note date amended as correction)

2pm – Friday 6 November

2pm – Friday 4 December