

Glastonbury Town Deal Board

Minutes of the Board meeting held on Friday 8 January 2021 At 2pm On Zoom

| Present | Role/Representation |
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| Robert Richards | Chair and Glastonbury Festivals |
| James Heappey | Vice Chair and Member of Parliament |
| Cllr Simon Carswell | Mendip District Council |
| Katherine Clarke | Street & Glastonbury YMCA/Redbrick |
| Jacqueline Cross | Community Representative with NHS background |
| 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 |
| Darryl Mitchard | Melhuish and Saunders |
| Katy Quinn | Strode College (alternate) |
| David Ralph | Heart of the South West LEP |
| Dr Lynne Sedgmore | Community Representative |
| Cllr Ian Tucker | Glastonbury Town Council |

| Apologies | Role/Representation |
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| Louisa Philpot | Arup |
| Cllr David Hall | Somerset County Council planned to attend but was unable to in the end. |
| Did Not Attend | |
| Jill Barker | Glastonbury Chamber of Commerce |
| Nick Oliver | Cooper and Tanner |

| In Attendance | Role/Representation |
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| Cllr Jon Cousins | Mayor of Glastonbury |
| Paul Hickson | Somerset County Council |
| Anwen Jones | Cities & Local Growth Unit (BEIS/MHCLM) |
| Tina McEwen | Glastonbury Towns' Fund Support Team |
| 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 |
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| Apologies | Role/Representation |
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| Jenny Pitcher | Mendip District Council |

Minutes:

| Agenda Item | Discussion | Action |
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| a. Welcome and Introductions | <p>Robert welcomed everyone.</p> <p>Apologies had been received from Louisa Philpot (Arup) and David Hall (SCC).</p> | |
| b. Chairs Opening Remarks | <p>Happy New Year to all.</p> | |
| c. Minutes and Matters arising | <p>No matters arising.</p> <p>Liz thanked James and Robert for agreeing to allowing time for further negotiations with the Sports Cluster which has been very productive and positive.</p> | <p>Minutes agreed.</p> |
| d. Communications Update | <p>Facebook page (secondary comms channel) is attracting good interest with 100+ people contributing.</p> <p>MDC website (main comms channel) being updated and Board bios going on.</p> <p>Draft TIP being sent to Arup and project leads next week prior to meetings to discuss.</p> <p>Focus for next two weeks is on drafting TIP and once submitted there will be capacity for comms and engagement to raise awareness.</p> | <p>Tina to continue monitoring Facebook page, Town Deal inbox and My Town website.</p> <p>To be effective, agreed Facebook posts need link added for MDC website and other sources.</p> <p>Use Instagram to reach young people; Kama to help Tina.</p> <p>Additional comms to happen when final TIP is submitted.</p> |
| e. Update on overall progress of Town Investment Plan | <p>Reminder we have 2 weeks to go to finalise TIP.</p> <p>Design input is onboard from Rich Kingston. Initial mock-up design shared, and comments made on how to improve the front cover.</p> <p>TIP examples shared to show other approaches. It was</p> | <p>Will share draft documents with Board next week.</p> <p>TIP examples to be circulated to Board (Lincoln and Oldham).</p> |

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| | <p>suggested we need Glastonbury's to be more contemporary and more colourful.</p> <p>There are 3 parts: Part 1 = narrative Part 2 = spreadsheets Part 3 = appendices</p> <p>Tina confirmed the project spreadsheets being tidied up and rest is 90% done.</p> | |
| <p>f. Update of all projects using Theory of Change model and summary information from Part 2 spreadsheets</p> | <p>Tina presented overall Theory of Change and Julie the projects.</p> <p>Enabling works will help make things happen and their delivery has match funding from MDC and Wessex Water will also be involved.</p> <p>Beckery Village has 7 projects, the town centre has 3 projects and there are 2 enabling projects.</p> <p>Some discussion on use of the words where buildings are 'donated' to projects.</p> <p>St Dunstan's House has a health & well-being offer, linked to Abbey and Tor Leisure.</p> <p>Liz updated on Tor Leisure and the positive outcome reached. They explored maximising number of sports at the site and how Football Club ambitions could be achieved to reach a compromise.</p> <p>Transport has potential for wider links with other tourist destinations.</p> | <p>Noted revenue requirements and funding to be fully worked up at the business case stage.</p> <p>Strode College confirmed as Key Partner.</p> <p>DWP confirmed they are happy to have presence in Enterprise Hub and work with Strode College. Spreadsheet to be updated accordingly.</p> |

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| | This is a once in a generation opportunity for Glastonbury. | |
| g. Update on ask from Town's Fund | Indicative costs are just over £24.5M & can lever in further funding. | General agreement on spread of costs. |
| h. What Happens Next | <p>a. Board comments on papers circulated before Christmas back by 3 January</p> <p>b. Board review and comments on 8 January</p> <p>c. Content draft to Arup by 10 January</p> <p>d. Content draft to Project Leaders by 11 January</p> <p>e. 'Check & Challenge' session with Arup 14 January</p> <p>f. Final version to Board 22 January</p> <p>g. Submission to government by 29 January</p> <p>After submission, we will look at governance and start business case development. Need to also do capacity resourcing, share expertise and manage culture change, etc).</p> <p>Tina explained we are not submitting any fast-track projects and that the decision making by Government could be delayed because of local authority elections. Henry confirmed this to be so, given all that's going on, however the Secretary of State would like decisions out before purdah starts pre elections in May 2021.</p> | <p>Tina to send latest drafts to Arup and Board next week</p> <p>Board to receive final version of TIP by 22 Jan.</p> |
| h. Accelerator Projects Update | Jane Sharp gave a verbal update on progress, for which a written summary is attached. | Jane to continue to monitor the delivery of the Accelerator Projects. |
| i. Any other business | A lot of effort and support had been spent on making the ZigZag | |

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| | <p>project work, but the owner had decided to withdraw. MDC will continue working with him on a way forward.</p> <p>James had been looking how much other TIPs had been awarded and most had been awarded £3-4M less than the bid. It appeared larger schemes in bigger towns had received more grant.</p> <p>Julie pointed out this was why projects were framed around Beckery Village and the Town Centre bounded by the enabling projects.</p> <p>Henry emphasised that if smaller projects were good ones, then with a clear narrative to show how complementary and fit, then there is no disadvantage.</p> | |
| <p>j. Future Board Dates</p> | <p>All at 2pm and by Zoom</p> <ul style="list-style-type: none"> - 22 January 2021 (for final TIP sign off before deadline of 29 January) - February 2021 – regular email updates continue - Proposed 5 March 2021 | <p>Meeting schedule agreed.</p> |