

**Glastonbury Town Deal**

**Minutes of the Board meeting held on 17 March 2023**

**14:00 – 16:00 hours at Glastonbury Town Hall and using Teams**

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| **Name** | **Role/Representation** |
| **Attending** |  |
| Dr Lynne Sedgmore, CBE | Chair |
| Jon Cousins | Community Representative and Mayor of Glastonbury (Glastonbury Town Council and Mendip District Council) |
| Jacqueline Cross (by Teams) | Community Representative with NHS background |

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| Paul Knight | Business Representative |

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| Paul Manning | Glastonbury Chamber of Commerce |

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| Kama McKenzie (by Teams) | Community Representative |
| Sarah Probert (by Teams) | Strode College, on behalf of John Revill |
| Cllr Michael White  | Glastonbury Town Council |
| Richard Winterbottom | Business Representative |

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| **In Attendance** |  |

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| Richard Greenwell (by Teams) | James Heappey’s Office |
| Kerry Haines (by Teams) | Mendip District Council (minutes) |
| Jenna Hunt | Department for Levelling Up, Home and Communities |

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| Tina McEwen | GTD Support Team |

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| Nathan Mode | Dome Marketing |
| Conor Ogilvie-Davidson | Glastonbury Town Council |
| David Ralph (by Teams) | Heart of the South West LEP |

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| Julie Reader-Sullivan | Mendip District Council |

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| Kerry Round (by Teams) | Round Governance |
| **Apologies** |  |

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| Jill Barker | Glastonbury Chamber of Commerce |
| Richard Bates | Mendip District Council (Section 151 Officer) |

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| Ian Black | Department for Work and Pensions |

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| Anna Blackburn | Mendip District Council |
| Cllr Simon Carswell | Mendip District Council |

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| James Heappey | Vice Chair and Member of Parliament |
| Paul Hickson | Somerset County Council |

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| Cllr Liz Leyshon | Somerset County Council and Mendip District Council |

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| John Revill | Strode College |
| Sheridan Robins | Parliamentary & Comms Aide to James Heappey MP |
| Jane Sharp | Mendip District Council |

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| Ian Tucker | Business Representative |

|  | Agenda Item | Discussion | Action |
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| 1 | Welcome and Introductions and Apologies | Lynne welcomed everyone to the meeting and notified all that the meeting was being recorded.Apologies had been received as above. |  |
| 2 | Declaration of Interests and Gift Register | No-one declared any gifts that required declaration on the Risk Register. There were no additions to the Project Declaration of Interests form. |  |
| 3 | Chair’s Opening Remarks | Lynne fed back on the visit that she and Julie had made to the BIRT (Beckery Island Regeneration Trust) Board meeting on 23rd February. Both felt that the meeting had been constructive and well-received, although there were still likely to be issues as things move forward. Sentiments were echoed by Paul Manning who is also a member of the BIRT Board.Lynne congratulated the Officer Team and Project Leads on managing the GFA process; the seven documents for external organisations are now out for signing.She reminded Board Members about the Open Day at St John’s Church on 18 March and thanked everyone for their use of social media to promote Glastonbury Town Deal. |  |
| 4 | Minutes and Matters Arising from meeting on 17 March 2023 | These were agreed as a true and accurate record. All actions had been dealt with. |  |
| 5 | Board Development Process | Lynne introduced the process and Kerry Round from Round Governance who will be conducting the interviews, all of which should be completed before Easter. Many perspectives were needed to give a full picture.The aim is that Glastonbury will be the first Town Deal Board that conducts a full performance review.Paul asked if any other TD Boards were doing this and David said that he did not know of others amongst the four Boards that he deals with. | Board Members to fill in questionnaires and agree a time for interview.Jenna to ask if any other Town Deals are doing somethingsimilar. |
| 6 | Update on the Enabling Project | Julie introduced this agenda item by describing the project and that the Open Day would provide an opportunity for the public to discuss the issues.She has been liaising with the family involved in proposing the alternative site and has sought an initial Planning opinion regarding it. This states that the site is not suitable as it is further away from amenities, on the former town waste tip and is prone to flooding.The family involved have now said that they do not wish to purchase the alternative site as originally proposed, as they believe that the risk to them is too great. Julie will continue to investigate the alternative site and is now trying to find the current owner of the site so that necessary surveys can be conducted.The named location is still preferred as it is closer to amenities, not on contaminated land and areas where people will live do not flood, which means that the Environment Agency is content.A discussion ensured amongst Board members:* It was confirmed that the family no longer wish to purchase the named location either.
* There was some concern that this second proposal was now a distraction although it had been raised by Board Members from the community and it was important to pay attention to their views.
* All were concerned that the proposer of the alternative site could delay matters by taking legal action.
* Julie felt that balance was important in the discussions and will put a limit on the efforts put into pursuit of the alternative site under these new circumstances. She went on to say that there could not be a Judicial Review as a Planning Application had not yet been submitted.
* Lynne felt that it was important to have a proportionate response to a complex situation, through having genuine exploration and discussion. She was mindful of reputation, money and resources, including those of the Support Team.
* Board Members spoke about the disparate nature of the Non-Bricks and Mortar community who do not communicate with one voice and where ‘one size will not necessarily fit all’. Most people in this situation are not from ‘protected’ groups.
* Lynne reminded everyone that every decision taken has a consequence, so that it is important that issues are examined carefully through a rigourous process which we can defend.
* Jon wondered whether other temporary solutions might be available, particularly by liaising with Glastonbury Town Council (GTC).
* Julie asked everyone to bear the benefits in mind that £23.6m will be bring to Glastonbury. This funding was hard won including the £1.4m for the Enabling Project which will be bolstered by £1.7m from Homes England. As far as the Enabling Project was concerned, all options within the GTD boundary had been considered and the various communities had been consulted. Whilst being aware of all the challenges, she will proceed as outlined earlier with trying to contact the owners of the alternative land and to do the basic surveys, then bring a proposal back to the Board for decision.
* Lynne reminded the Board that work is still ongoing and that Julie is committed to doing the additional work so that she can bring a well-informed verbal report to the Board. She thanked the Board for a productive, clear conversation.
 | Julie: to investigate ownership of the alternative piece of land, conduct surveys and bring a verbal report back to the next Board meeting.Julie and Jon: to discuss how GTC can help with this matter. |
| 7  | Situational Report | Tina presented the Situational Report, which is now in a new format as requested by Board members. Tina said the main focus has been to finalise the GFA’s for the projects, which are all expected to be received from Project Leads by 21st March 2023.Tina advised that Baily’s Buildings is way behind schedule, with a substantial amount of work still to be done and this project has taken up a lot of Officer time. Paul M gave an update and assured Board members that progress is being made and hope to have the Project Manager in place within the next month. Paul K said he is available to add value to the process to ensure that future use of this building isn’t neglected.Julie advised she has agreed the Heads of Terms for the land for BIRT’s car parking. Tina went on to say that any concerns are reflected in the Risk Register. Costs are still increasing and inflation is hoped to be downgraded by the end of the year, however, we are seeing all projects considering very carefully what they can deliver for their money.The Clean Energy project seems to be back on track and a good business plan has been received. A proposal has been received from Strode College and this can now be moved on. Paul K raised the issue of rampant inflation and concerns about project dilution. Perhaps our MP could be canvassed to explore any opportunities for the allocated funds to be inflation proofed or index linked in some way. Richard heard the comment and agreed to feed this back to James Heappey. Tina updated the Board on the Clean Energy project; the right has been reserved to build around solar array, subject to land acquisition and grid connection. Roof top solar and EV charging facilities remain priorities.Tina advised that we hope to show Board members the OU website at the next meeting.Jacq gave an update from a Health & Wellbeing point of view and advised that numerous tours have taken place with people throughout the Healthcare system; mainly commissioned services and other local services that have expressed an interest in having a look at the building, with a view to considering what services they could deliver.Tina confirmed that the Robert Richards Initiative will be in three parts, a significant part is the work being done with OU, the second part is the additional sustainaiblity on three of the projects and the third is the network of multi-user paths. Feedback on the electric bike scheme will be brought to the next Board meeting. | Tina to send an update to Board members when the GFA's have been received. |
| 8 | Move to the new Somerset Council | Julie updated the Board in terms of the move to Somerset Council. Those within the new organisation are well aware of the great work being carried out on the Glastonbury Town Deal. Julie advised that the recruitment process is underway and she should be in a position to give an update at the next Board meeting. | Julie to update the Board at the next meeting. |
| 9 | Confidentiality, Feedback | Lynne thanked everyone for attending.Lynne asked the Board members to share something in the chat, and for those in the room write something down, that is something positive about the Board meetings and something that could be improved upon.  | Tina to send out a Briefing Note on the Enabling Project.Kerry to produce a summary of the Board feedback to be emailed out to all Board Members. |
| 10 | Future Board Dates | Lynne asked the Board to take note of the new meeting dates, which will now take place every 6 weeks. All at 2pm in person and by Teams (unless otherwise agreed)1. 28 April 2023
2. 9 June 2023
3. 21 July 2023
4. 22 September 2023
5. 1 December 2023
 | Regular email updates to continue between Boardmeetings. |