



Glastonbury Town Deal Board
DRAFT Minutes of the Board Meeting held on 2 February 2024
14.00 – 16.00 hours at Glastonbury Town Hall and on Teams

In Attendance:

Dr Lynne Sedgmore, CBE	Chair
Michael White	Vice Chair, Glastonbury Town Council
Emily Bunn	Associate Member
Jon Cousins	Community Representative
Jacqueline Cross	Community Representative with NHS background
Samantha Cullen	Business Representative
Indra Donfrancesco	Mayor of Glastonbury
Jessica Jefferies	Department for Work and Pensions
Paul Knight	Business Representative
Paul Manning	Glastonbury Chamber of Commerce
Kama Mackenzie	Community Representative
Ian Tucker	Business Representative
David Ralph	Heart of the South-West LEP
John Revell	Strode College
Richard Winterbottom	Business Representative

Apologies:

Anna Blackburn	Somerset Council
James Heapey	Vice Chair and Member of Parliament
Cllr Liz Leyshon	Somerset Council, Deputy Leader and Lead Member for Resources and Performance
Cllr Ros Wyke	Somerset Council, Lead Member for Economy, Planning and Assets

In Attendance:

David Blackwell	Somerset Council
Paul Hickson	Somerset Council
Jackie Gill	Somerset Council
Richard Greenwell	Constituency Support Officer to James Heapey MP
Conor Ogilvie-Davidson	Glastonbury Town Council
Jane Sharp	Somerset Council
Peter Paddon	Somerset Council

Agenda Item	Discussion	Actions
1. Welcome, Introductions and Apologies	Lynne welcomed everyone to the meeting and reminded everyone that the meeting was being recorded.	
2. Declaration of Interests and Gift Register	Lynne asked if there were any changes in the Declaration of Interests Table for the Gift Register.	Jackie to attach declaration of interest to meeting papers
3. Presentation: Glastonbury Clean Energy project by Avalon Community Energy	<p>Sam Johnson, Cara Naden and Keith Webster attended the meeting to present and update on the Glastonbury Clean Energy Project. Jon Cousins also took part as a director and member of Avalon Community Energy Ltd.</p> <p>Key points about the project:</p> <ul style="list-style-type: none"> • Generation and use of clean energy for Glastonbury to reduce CO2 emissions towards net-zero targets. • Delivered through a mixture of ground-mounted and rooftop solar PV. A 1MW site on land near Porchestall Drove is in discussion. Grid capacity is key to what can be delivered. A formal grid application is being processed. Est cost £1.4M. • Lease agreed at St Dunstan's school for 130 kW roof top solar. 60% of energy generated will be used by the school and surplus energy goes into the grid creating an income stream which will go into a Community Benefit Fund. • Other roof top solar sites have been identified. <p>Discussion points:</p> <p>Q: Are permitted development rights used for rooftops? A: Yes, except for listed buildings which need Listed Building Consent.</p> <p>Q: Can all the power generated be used by the Grid? A: We are not anticipating a problem.</p> <p>Q: Is there an impact on insurance liability, is there advice and guidance? A: There is no fire risk with rooftop solar.</p> <p>Q: Are there opportunities for match funding? A: The project will be only funded by Towns Fund grant.</p> <p>Q: Has maintenance been factored in? A: The panels have about 25-year life expectancy.</p> <p>Q: Will St Dunstan's have battery storage?</p>	<p>Jackie to circulate presentation to the Board.</p> <p>Jane to contact DLUHC about whether GCE is 'materially different' and if action needed</p>

	<p>A: No, just grid connectivity.</p> <p>Q: Does a much smaller ground mounted array make the project 'materially different'? If yes, do we need to submit a revised Business case? The Board pondered if the outputs agreed could be achieved within Town Deal timescales.</p> <p>A: Jane will ask DLUHC for advice and guidance.</p> <p>The Board agreed to keep the project under review for the next 3 months (see Paper 2).</p>	
<p>4. Celebrating Success – Good News!</p>	<ul style="list-style-type: none"> • Baily’s Building had secured planning consent (the caveat being a Section 106 to be signed). • Cllr Liz Leyshon, Jane Sharp and David Blackwell had met Daniel Mumby from Somerset Live for a Facebook Live session. The interview was positive and well received with 8500+ views. • Open Day Saturday April 13th Glastonbury Town Hall. • GTD needs a revised Communications & Engagement Plan. Sam Cullen volunteered to oversee a Comms Working Group. Workshop to take place including engagement with Somerset Supply Chain. Suggestion of a town centre GTD noticeboard (perhaps using the electronic board at Info Centre). • The Somerset Supply Chain comms was discussed and members asked how businesses are being encouraged to register and projects engaged. No work packages yet been promoted on the portal. • Lynne had spoken to Millfield School who are keen to encourage student placements in GTD projects. 	<p>Jane to update concertina leaflet for Open Day.</p> <p>Sam to arrange a comms workshop before next Board meeting.</p> <p>Jane to ask Somerset Chamber for a copy of their Comms & Engagement Plan</p>
<p>5. Chair’s Opening Remarks</p>	<p>None</p>	
<p>6. Minutes and Matters arising from the last meeting on 01/12/2023</p>	<p>The minutes were agreed as a true record and all matters arising had been completed.</p>	

<p>7. Paper 1: Situational Report.</p>	<p>Jane introduced the situational report.</p> <p>Points highlighted:</p> <ul style="list-style-type: none"> • Enabling Project – Plan A. Outline Planning Application had been submitted and gone out to consultation. Site flooded several times due to exceptional rainfall, so an approval is not certain. • Enabling Project – Plan B. The possibility of an alternative site was discussed. It was agreed a Plan B Working Group would investigate potential alternative sites and involve Michael White (as chair of it), Ian Tucker, Indra Donfrancesco, Paul Manning and Jacqueline Cross. The findings would be presented to the GTD Board. • Baily’s Buildings. Sam Cullen had joined BIRT as a trustee. S106 is taking time to process which has delayed the planning consent being issued and Bat Licence application submitted. • Enterprise & Innovation Hub. This project is no longer going ahead (see Paper 2). On behalf of the Board, Lynne thanked Katriona Lovelock and team for their hard work to progress the project. • The Life Factory. This is a project of concern. Jane reported that grant claims have been incomplete with missing evidence of spend. Grant payments have been paused until this is resolved. Planning consent has not yet secured and should be soon. Permitted stabilisation works are substantially complete. <p>Paul Knight updated the Board on his site visit to The Life Factory. He had met the project team and toured the building. His concern was about the relationship between the Red Brick Building Centre Limited (as client) and the Beckery Construction Company (as supplier) and the degree of separation between them, noting there may be a procurement issue. The lack of match funding and an operational plan were concerns.</p>	<p>Plan B Working Group to investigate potential alternative sites for the Enabling Project and present findings to the GTD Board</p> <p>Peter Paddon to chase up S106 matter to support BIRT progress</p> <p>Jane to seek legal and procurement advice on the relationship between RBB and BCC.</p>
<p>8. Paper 2: Reallocation of Grant Funding</p>	<p>Lynne outlined the purpose of the report and the need for the Board to be strategic in their thinking, then handed over to Jane to present the paper.</p> <p>It was noted that the proposed reallocation included the Accountable Body not exerting its right to use up to 2.5% of the project allocations for programme management and that this would benefit all projects.</p> <p>1.Baily’s Buildings (Beckery Island Regeneration Trust)</p> <p>After discussion a revised recommendation was agreed.</p>	<p>Jane to feedback to ACE on the Board discussion and request for information; and the project be discussed again by the Board on 17/05/24 meeting.</p> <p>Extraordinary meeting to be</p>

	<p><i>Revised Recommendation: That the Baily’s Building project is kept under on-going review to ensure delivery; and BIRT’s <u>business plan development</u> is supported through an additional £25,000 of grant.</i></p> <p>2. Glastonbury Clean Energy (Avalon Community Energy)</p> <p>After discussion, the Board requested that ACE provide the following information:</p> <ul style="list-style-type: none"> • Latest work programme, including costs, outputs and sign ups for rooftop solar panels. • A formal proposal on the ground mounted solar. • A summary of match funding opportunities. <p>After discussion a revised recommendation was agreed.</p> <p><i>Revised Recommendation: That Option i is the preferred option and the project stays under on-going review for <u>3 months</u> after which a decision on the way forward is agreed.</i></p> <p>3. Enterprise & Innovation Hub (Somerset Council)</p> <p>It was agreed to call an Extra Ordinary meeting to discuss the proposed reallocation of EIH grant.</p>	<p>arranged to discuss Part 3.</p>
<p>9. Somerset Council Update</p>	<p>Paul introduced Peter Paddon as the Interim Head of Regeneration until June 2024. He replaces Joe Wharton who has been attending the Board as an observer.</p> <p>Liz Leyshon has been in contact with the traffic engineer regarding the ‘Mendip Order’ and achieving double yellow lines near the entrance into Tor Leisure and the roundabout by Baily’s Buildings.</p>	
<p>10. AOB</p>	<p>Lynne Sedgmore offered her resignation.</p> <p>Michael White, Vice Chair offered to step up and act as an Interim Chair in the short-term, until an independent chair could be appointed.</p> <p>Next scheduled meeting on 22 March 2024.</p> <p>Extra Ordinary meeting to be arranged to discuss Part 3 of Paper 2.</p>	<p>Interim Chair arrangements to start immediately</p>