



BERKELEY TOWN COUNCIL
DRYHTENHOLDA BEORCLEAH

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PLEASE ADDRESS ALL CORRESPONDENCE TO:
THE TOWN CLERK

Tuesday 7th June 2016

*You are hereby summoned to attend a
Planning and Finance Committee Meeting on
Tuesday 14th June 2016 in the
Town Hall, Berkeley at
7.00 p.m.*

*D Spiers
Town Clerk*

Agenda

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| 1. | Election of Chairman To elect a Chairman of the Planning and Finance Committee |
| 2. | Apologies and absence To accept apologies and note any absences |
| 3. | Declarations of Interest Councillors will have the opportunity to declare any interest relating to items on the agenda. |
| 4. | Planning Applications - New To consider submitting a response to the following planning application S.16/0943/LBC - 60 High Street - Listed Building Consent for stone cleaning to front and side elevations. Removal of cement pointing and re-pointing with traditional lime based mortars S.16/1076/LBC - 20 Salter Street - Listed Building Consent for single storey rear extension S.16/1075/HHOLD - 20 Salter Street - Householder Application for single storey rear extension Planning Applications can be viewed on the website www.stroud.gov.uk The Clerk will notify members by email of any new planning applications that arise leading up to the meeting and the committee can decide if they want to consider them on the night |
| 5. | Planning Application - Decisions To note the following decisions made by Stroud District Council S.16/0180/HHOLD - 20 Park View Road - consent S.16/0230/TCA - 38 High Street - consent S.16/0233/TCA - 9 Salter Street - consent S.16/0169/TCA - 40 High Street - consent S.15/2795/HHOLD - 39 Salter Street - consent S.16/0595/HHOLD - 45 Park View Road - consent S.16/0636/TCA - Yew Tree Cottage, Stock Lane - consent S.16/0141/HHOLD - 66 Lantern Close - consent S.16/0609/LBC - The Chantry Church Lane - consent S.16/0641/HHOLD - 24 Leaze Close - consent S.16/0491/HHOLD - 41 Salter Street - consent Decision Notices can be viewed on the website www.stroud.gov.uk |

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| 6. | <p>Staff Costs - Allotments</p> <p>Following a review of the amount of time the Clerk spends on administration of the allotments it was found that the Clerk spends approximately fifteen hours per annum dealing with the allotments the cost of which the council is entitled to claim from the allotments budget</p> <p>Based on the 2015 salary the cost of administering the allotments is £ 313.84 per annum</p> <p>The staff salary amounts are about to be increased for 2016/17 and 2017/18 with this in mind the committee is asked to approve the following movements in the budget:-</p> <p>For 2015/16 - £313.84 from allotments to contingency For 2016/17 - £313.84 plus increase from allotments to staff budget For 2017/18 - £ 313.84 plus increase from allotments to staff budget</p> <p>All other allotment income has to be spent on the allotments and cannot be absorbed in to the council budget</p> <p style="text-align: right;"><i>LGA 1972 s.126</i></p> |
| 7. | <p>Pavilion Charges</p> <p>The committee is asked to review the charges for the Pavilion in order to make any changes necessary in time for the re-opening of the pavilion on the 1st September 2016.</p> <p>(a) Berkeley Town Amateur Football Club - At the present time the football club pays £ 55.00 per match for the use of the Pavilion and they carry out maintenance to the pitch at their own expense. No charge is made when the club uses the facilities for training</p> <p>The football club also pays £ 130 per month for the exclusive use of the bar/kitchen/meeting room. As a result of the internal alterations that are currently taking place the bar/kitchen/meeting room will no longer exist. There will be a new kitchen which will be shared by all users of the pavilion and the football club will now have a much smaller bar room available for their exclusive use.</p> <p>To revoke the charge of £ 130.00 per month for the exclusive use of the bar/kitchen/meeting room.</p> <p>To agree a charge for the exclusive use of the bar room e.g. possibly £ 30.00 per month.</p> <p>To review the charges made to Berkeley Town Amateur Football Club for matches and training</p> <p>(b) Severnside Juniors - The charge for the use of the pavilion for toilets and kitchen only is currently £10 per session/match.</p> <p>To review the charges made to Severnside Juniors for training and matches</p> <p>(c) Severnside U15 team - This team would like to have the full use of the facilities at the pavilion and to use the pitch provided by Berkeley Town for 12 matches</p> <p>To agree a charge of say £ 55.00 per match for the use of the pavilion and pitch, with a view to the council donating some of the fee to Berkeley Town FC towards pitch maintenance</p> <p>(d) Public use of the main hall and kitchen as a meeting venue is currently £ 10 per hour.</p> <p>To review the charge for the Pavilion main hall and kitchen</p> <p>(e) Children's parties - Currently there is a special offer in place which allows the unlimited use of the pavilion for a children's party at a cost of £20.00</p> <p>To review the charge for Children's Parties and whether there should be a time limit to the offer.</p> |
| 8. | <p>Town Hall Charges</p> <p>Currently the following charges apply to the Town Hall:</p> <p>Main Hall - £12.50 per hour Meeting Room - £ 8.00 per hour Whole Building - £ 16.00 per hour</p> <p>To review the charges for the Town Hall with a view to implementing any changes with effect from 1st September 2016.</p> |

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| 9. | <p>Allotment Fees</p> <p>Currently the fees for allotments are as follows:</p> <p>Full Plot - £25.00 per annum Half Plot - £15.00 per annum Quarter Plot - £10.00 per annum</p> <p>To review the fees for the allotments with a view to implementing any changes for 1st April 2017 <i>LGA 1972 s.126</i></p> |
| 10. | <p>Berkeley Town Council Charging Policy</p> <p>To review the charging policy dated 17th November 2014 - see attached</p> |
| 11. | <p>Donations Policy and Budget</p> <p>The current policy is to collate all requests for donations and consider them at the January meeting of full council.</p> <p>The current budget does not include an amount for donations.</p> <p>(a) Full council has asked the finance committee to look at the budget to see if any requests for donations can be accommodated in this current financial year; (b) Full council has agreed in principle to giving Berkeley Books £1,000.00 citing that the funds should come from contingency</p> <p>To make the necessary adjustments to the budget as requested by full council.</p> <p>To review the current policy of considering all requests for donations at the meeting of full council in January each year.</p> |
| 12. | <p>Schedule of Payments</p> <p>To approve the schedule of payments due, a copy of which will be made available at the meeting</p> |
| 13. | <p>Budget Review for 2016/17</p> <p>To note the budget for 2016/17 - see attached</p> <p>To make adjustments in accordance with council policy and decisions i.e.</p> <p>£1000 from Contingency to Berkeley Books</p> <p>The Clerk asks the committee to consider making the following budget transfers</p> <p>£10,000.00 from Canon Park Field Drainage Project to Contingency - the project came in on budget and there were no unforeseen issues to deal with</p> <p>£ 500.00 from Contingency to Park View Play Area Running Costs £1000.00 from Contingency to Canon Park Field Running Costs £ 500.00 from Contingency to Councillors Expenses/Training £ 18.00 from Berkeley Burial Committee to Contingency £32.08 from Insurance to Contingency £37.12 from Pavilion Loan Repayment to Contingency</p> |
| 14. | <p>Next Meeting</p> <p>The next Planning and Finance Committee meeting is scheduled for Tuesday 12th July 2016 at 7pm in the Town Hall, Berkeley</p> |

