



**BERKELEY TOWN COUNCIL**  
DRYHTENHOLDA BEORCLEAH

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PLEASE ADDRESS ALL CORRESPONDENCE TO:  
**THE TOWN CLERK**

*Monday 13<sup>th</sup> June 2016*

*Dear Sir/Madam*

*You are hereby summoned to attend a meeting of  
Berkeley Town Council  
On Monday 20<sup>th</sup> June 2016 in the  
Town Hall, Berkeley at  
7.30 p.m.*

*Ms D Spiers  
Town Clerk*

**AGENDA**

**Public Discussion - 30 minutes**

This part of the meeting is to enable members of the public to bring to the council's attention any matter of concern or interest

The council will also receive County and District Councillors reports during public discussion time.

1.	Apologies and absence To accept apologies and note the absence of members
2.	Declaration of Interest To receive declarations of interests from Councillors relating to any items on the agenda
3.	Minutes of the last meeting To confirm and sign the minutes of the Annual Town Council meeting held on Monday 16 <sup>th</sup> May 2016 - see attached
4.	Schedule of Payments To approve and agree to sign the list of payments that will be provided at the meeting
5.	Planning Application To consider responding to the following planning application  S.16/1186/FUL - Berkeley Hospital, Marybrook Street, Berkeley - Full Planning permission for conversion of former hospital building to provide 8 apartments and demolition of buildings and redevelopment of site to provide 12 new dwellings. (Resubmission of S.15/1254/FUL)  Planning Applications can be viewed on the website <a href="http://www.stroud.gov.uk">www.stroud.gov.uk</a>

6.	<p>Planning Appeal for Land to the East of Berkeley - APP/C1625/W/15/3133335</p> <p>The appeal is going to a Public Inquiry which is scheduled for the beginning of August 2016. The deadline to submit written responses to the Public Inquiry has passed therefore the only way the council can submit comments now is to attend and speak in the section open to the public. The council would need to notify the Planning Inspectorate of its intention to speak a few weeks before the Inquiry takes place.</p> <p>Councillor Palmer proposes that a representative from Berkeley Town Council attends the Public Inquiry into the Planning Appeal - APP/C1625/W/15/3133335 and makes the following statement</p> <p>“Berkeley Town Council supports the planning application to build 188 new houses to the East of Berkeley. The council understands that the proposed development will change Berkeley but feels that change is not always a bad thing. The council is proud of our historical heritage but feels that we cannot thrive if we try to preserve ourselves in aspic. Berkeley Town Council considers that the town is a sustainable location having a good range of services (including health centre, library, school, a variety of shops and bus services). The council is aware that we have an ageing population and feels that we need more young families in order to sustain our school and health centre, to boost the local economy and to increase membership of our local community groups.”</p>
7.	<p>Cemetery Lodge Garden</p> <p>To discuss the possibility of gaining outline planning permission on the garden of the Cemetery Lodge on Station Road with a view to selling the land as a building plot.</p> <p style="text-align: right;"><i>Local Government Act 1972 s.124, 126 and 127</i></p>
8.	<p>Pension Scheme</p> <p>To note that, in order to comply with new legislation for automatic enrolment in to a pension scheme for all staff, our current pension provider (Gloucestershire Local Government Pension Scheme) can accept automatic enrolment.</p> <p>To note that of the two staff members currently employed by the council, one is already in the pension scheme. The other is past retirement age and is therefore no longer eligible to enter a pension scheme.</p> <p style="text-align: right;"><i>Local Government Act 1972 s.112</i></p>
9.	<p>Park View Play Area Lease</p> <p>Our solicitor has received, from the Land Registry, the documents showing the completed registration of the 2015 Play Area Lease. It is registered title number GR398262.</p> <p>The old lease which started in 2002 and finished in 2008 is still on the official copy of the Register of Title document and our solicitor advises us that it ought to be removed. Hancox Solicitors can do this for us at a cost of £200 plus vat and £40 for the Land Registry Fee</p> <p>To consider instructing Hancox Solicitors Ltd to remove the 2002 lease from the Land Registry Title for Park View Play Area at a cost of £ 200.00 + vat and the Land Registry Fee of £ 40.00</p> <p style="text-align: right;"><i>Local Government Act 1972 Schedule 14 paragraph 27</i></p>

10.	<p><b>Waste Management</b></p> <p>The company that used to deal with our trade waste has ceased to operate in this area.</p> <p>To note that a new contract has been set up with Smith's (Gloucester) Ltd to have the waste collected from the Pavilion and the Town Hall at a cost of £ 1.95 per sack plus an annual duty of care charge to comply with the Environment Agency at a cost of £40.00 per site</p> <p style="text-align: right;"><i>Public Health Act 1875, s. 164</i></p>
11.	<p><u><i>Pavilion Project</i></u></p> <p>To note the extra work needed in order for the project to be completed on time. The Clerk has organised and agreed to the extras under her delegated authority for the work to the Pavilion</p> <ul style="list-style-type: none"> <li>a) replace very large radiator in the bar room with a much smaller one - cost to be advised)</li> <li>b) provide doors with vision panels (not specified on drawing) to the door at the end of the corridor and the door to the new kitchen - approximately £40 each extra</li> <li>c) to supply and fit flashing for sloping roof extractor fan (drawings specified for a flat roof) at a cost of £240.00</li> <li>d) when the building was cleared, before work commenced, there were a lot of items that needed to be disposed of, therefore, a skip was ordered at a cost of £250.00 + vat</li> <li>e) remove and replace defective flooring in the kitchen and bar area at a cost of £434.00 + vat</li> </ul> <p style="text-align: right;"><i>Local Government Act 1972 s. 133</i></p> <p><u><i>Pavilion Gutters and Downpipes</i></u></p> <p>The downpipes at the pavilion are damaged due to vandalism and need to be replaced. The cost for replacing the downpipes can be taken from the vandalism budget.</p> <p>In order to take advantage of the building contractor currently on site the Clerk negotiated a price and gave instruction, under her delegated authority for the maintenance of the pavilion, for the following.</p> <p>To remove gutter, clean fascia boards and re-fix gutter at a cost of £ 485.00 and to supply and fit vandal proof downpipes and gauzes to hoppers at a cost of £ 990.00</p> <p>To approve the cost of work to gutters and downpipes of £ 1475.00 + vat</p> <p>To consider using the £500 vandalism budget as part payment of this work</p> <p>To consider using the Pavilion Internal Alteration Project budget to pay for the remaining £975.00 cost of making good the gutters and down pipes</p> <p style="text-align: right;"><i>Local Government Act 1972 s. 133</i></p> <p><u><i>Pavilion Step and External Gas Pipe</i></u></p> <p>The council agreed on the 15<sup>th</sup> February 2016 to install a step, grab rail and door fixing to the exterior store cupboard at the Pavilion.</p> <p>In order to take advantage of the building contractor currently on site the Clerk negotiated a price and gave instruction, under her delegated authority, to supply and fit clips to exterior copper pipes; fit hand rail plus form a new step at a cost of £775.00 + vat</p> <p>To approve the cost of creating a step and supplying and installing the grab rail and pipe fixings in the amount of £ 775.00 + vat</p> <p style="text-align: right;"><i>Local Government Act 1972 section 133</i></p>

12.	<p>Town Centre Improvements</p> <p>To determine whether the council will continue with The Town Centre Improvement Scheme.</p> <p>Councillor Harcourt proposes that the council asks Highways to improve the road markings and parking signage.</p>
13.	<p>Community Heartbeat Trust - Defibrillator for Berkeley</p> <p>This project is organised by Mr John Stanton who has secured other donations from the Rotary Club and the Masons towards the total cost of £1775.00</p> <p>To consider making a donation of £ 1000.00 to the Community Heartbeat Trust who will in turn, along with donations from other organisations, provide a defibrillator outside the Co-op in Salter Street, Berkeley.</p> <p style="text-align: right;"><i>Local Government Act 1972 s. 137</i></p>
14.	<p>Town Hall and Pavilion - Solar Panels</p> <p>It has been estimated that to provide photovoltaic cells on the roofs of the Town Hall and Pavilion would cost in the region of £10,000.00 each</p> <p>To consider allowing £20,000.00 in the budget for 2017/18 to carry out this project.</p> <p>If the council does allocate a budget for this project it will be possible to carry out further research in to the implications of installing solar panels to a Grade II Listed Building as well as obtaining three competitive quotes for each site</p> <p style="text-align: right;"><i>Local Government Act 1972 section 133</i></p>
15.	<p>Play Equipment</p> <p><u><i>Canon Park Recreation Facility and Park View Play Area</i></u></p> <p>An inspection of the Play Equipment has been carried out by ROSPA (The Royal Society for the Prevention of Accidents)</p> <p>It was found that the overall risk level of the play areas is medium and that no remedial work is necessary to the equipment or the safety surface.</p> <p>The report does mention that the fencing needs repairing and one of the entrance signs should be put back. The report also mentions that there are stones in the goal mouth, the old swings, climbing frame and slide will all need replacing or refurbishing in due course. The report also suggests that several items i.e. the swings, the slide and climbing frame all need to have the existing lead paint de-scaled and re-coated with a lead free paint.</p> <p>To consider what action the council will take as a result of the ROSPA reports findings</p> <p style="text-align: right;"><i>Local Government (Miscellaneous Provisions) Act 1976. s. 19</i></p>
16.	<p>Youth Forum - meeting with members of the council - see attached letter</p> <p>Participation People has invited members of the council to meet with the Youth Forum on the following dates: Wednesdays 14<sup>th</sup> and 28<sup>th</sup> September 6.30 to 8.30 p.m.</p> <p>To agree which date and who will attend the meeting</p>

17.	<p>2016-2018 National Salary Award</p> <p>NALC and SLCC have negotiated a National Salary Award - see attached information</p> <p>To agree to implement the new pay scales for 2016/17 backdated to 1<sup>st</sup> April 2016</p> <p>To agree to implement the new pay scales for 2017/18 from 1<sup>st</sup> April 2017</p> <p style="text-align: right;">Local Government Act 1972 s.112</p>
18.	<p>Maces - Berkeley Castle</p> <p>The trustees of the castle have the following concerns about providing a temporary home for the maces while a consultation is carried out as to their long term future</p> <ul style="list-style-type: none"> <li>a. they do not own secure display cases therefore display in the short term may be impossible</li> <li>b. if there is a possibility of a longer term arrangement consideration could be given to the cost of secure display space</li> <li>c. they suggest it would be better to carry out the consultation before the mace are moved to the castle</li> </ul> <p>To respond to the concerns of the castle</p>
19.	<p>Play Equipment for Park View Play Area</p> <p>A poster showing a small sample of play equipment and the estimated cost will be available to view at the meeting</p> <p>To indicate to the Clerk what type of equipment could be installed at Park View Play Area in order that three competitive quotes can be obtained for 2017/18</p> <p>To agree that the council will start work on applying for grants for the play equipment project.</p> <p>The current budget for Play Equipment is £ 32,600.00</p> <p style="text-align: right;"><i>Local Government (Miscellaneous Provisions) Act 1976, s.19</i></p>
20.	<p>Berkeley Festival</p> <p>The Berkeley Community Trust have indicated what it costs for them to put on the two festivals each year - see breakdown below</p> <p>Road Closure Notices - £ 85.00 each Liability Insurance - £152.00 per year</p> <p>Total cost per year £ 322.00 with any other costs covered by fundraising on the day</p> <p>To consider making a donation of up to £ 322.00 to Berkeley Community Trust</p> <p style="text-align: right;"><i>Local Government Act 1972, s. 145</i></p>
21.	<p>Sarah's Field Committee Meeting</p> <p>To set a date for the next Sarah's Field Committee meeting</p> <p>Councillors Ashton, Tucker, Brown and Pinnell are all members of the Sarah's Field Committee</p>

22.	<p>Christmas Decorations in the Town</p> <p>To determine what the council will provide towards the Christmas decorations in the Town.</p> <p>To determine how much budget will be spent on Christmas Decorations for 2016</p>
23.	<p>Planters in the Market Place</p> <p>Checks were made as to the feasibility of placing planters on the barriers in Marybrook Street and Salter Street</p> <p>It was found that due to the camber of the road in Salter Street, when large lorries park up next to the Town Hall to unload, they tilt slightly towards the planters and as a result could cause damage.</p> <p>It was also found that in Marybrook Street the path is quite narrow by the current cash point and when the cash point is removed any new owner of the building could re-instate the boundary wall/fence. This would make it more difficult for wheelchair/buggies to pass with any overhanging plants causing a nuisance and maybe getting damaged in the process.</p> <p>To consider whether the council will move forward with this project for next year</p>
24.	<p>Sharing Information</p> <p>At this point in the meeting members will be able to share information relevant to the parish of Berkeley</p>
25.	<p>Date of next meeting</p> <p>Monday 18<sup>th</sup> July 2016 at 7.30 p.m. in the Pavilion, Canon Park Recreation Facility, Berkeley</p>