



BERKELEY TOWN COUNCIL
 DRYHTENHOLDA BEORCLEAH

Town Hall
 Salter Street
 Berkeley, Glos.
 GL13 9DB,
 Tel/Fax: 01453 511964
 Email:
clerk@berkeley-tc.gov.uk

PLEASE ADDRESS ALL CORRESPONDENCE TO:
THE TOWN CLERK

Monday 6th March 2017

Dear Councillor

*You are hereby summoned to attend a
 Sarah's Field Committee Meeting
 On Monday 13th March 2017 in the
 Town Hall, Berkeley at
 7p.m.*

*Debbie Spiers
 Town Clerk*

AGENDA

1.	<p>Apologies and absence</p> <p>To accept any apologies and any absences</p>												
2.	<p>Declarations of Interest</p> <p>Councillors will have the opportunity to declare any interest relating to items on the agenda</p>												
3.	<p>Minutes of the last meeting</p> <p>To agree the minutes dated 27th June 2016 are a true record and that they can be signed by the Chairman</p>												
4.	<p>Sarah's Field Design - Contract</p> <p>Berkeley Town Council has a contract with Stroud Valleys Project to implement the design for Sarah's Field at an estimated cost of £29,902.00 - see attached costings.</p> <p>The project will have a project officer for 1.5 days per week for a year. The project officer will manage the volunteers who will carry out the bulk of the work; the rest of the work will be carried out by contractors administered by Stroud Valleys Project.</p> <p style="text-align: right;"><i>Public Open Spaces Act 1906, s.10</i></p>												
5.	<p>Sarah's Field Project - Planning Application</p> <p>A planning application for change of use for Sarah's Field has to be made.</p> <p>To confirm that the all abilities footpath will be excavated to 250mm depth and 1.5m width backfilled with 225mm type hard core or similar which will be compacted, overlaid and compacted with 25mm dust.</p> <p>To confirm that the parking area, 48 square metres, will have the top soil removed and then excavated to hard base, backfilled with type 1 or similar and top dressed with 25mm dust compacted to submission.</p>												
6.	<p>Sarah's Field Project - Funding</p> <p>Gloucestershire Wildlife Trust is looking to help groups with their applications for the Gloucestershire Environment Trust My Wild Space Fund. My Wild Space is administered by Glos Wildlife Trust and includes some help from Ellen Winter to develop the project bid. The fund is aimed at projects for between £750 and £5000 to enhance a local green space for people and wildlife.</p> <p>To agree which parts of the project will be used to apply for funding for example:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">Orchard Trees</td> <td style="text-align: right;">£ 800</td> </tr> <tr> <td style="padding-left: 20px;">Compost Bays</td> <td style="text-align: right;">£ 200</td> </tr> <tr> <td style="padding-left: 20px;">Plants for Ponds</td> <td style="text-align: right;">£ 200</td> </tr> <tr> <td style="padding-left: 20px;">Dipping Platform</td> <td style="text-align: right;">£ 2550</td> </tr> <tr> <td style="padding-left: 20px;">Car Park Area</td> <td style="text-align: right;">£ 1200</td> </tr> <tr> <td style="padding-left: 20px;">Total</td> <td style="text-align: right;">£4950</td> </tr> </table>	Orchard Trees	£ 800	Compost Bays	£ 200	Plants for Ponds	£ 200	Dipping Platform	£ 2550	Car Park Area	£ 1200	Total	£4950
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7.	<p data-bbox="284 192 671 221">Sarah's Field - Maintenance Budget</p> <p data-bbox="284 248 1385 356">To note that the current grounds maintenance contract for Sarah's Field allows for a fortnightly cut of the grass verge with trimming of the brambles plus an annual trim of the hedge alongside Lynch Road. The cost of this is £25.00 per grass cut for approximately 12 cuts and one trim of the hedge at £ 120.00 for the 2017 season. A total of £ 420.00</p> <p data-bbox="284 383 1254 412">To note that the budget for 2017/18 for the maintenance of Sarah's Field stands at £500.00</p> <p data-bbox="1046 439 1385 461"><i>Public Open Spaces Act 1906, s.10</i></p>
8.	<p data-bbox="284 461 427 490">Next Meeting</p> <p data-bbox="284 517 671 546">Date of next meeting is to be agreed</p>