



BERKELEY TOWN COUNCIL

Town Hall
Salter Street
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Thursday 10th June 2021

*You are hereby summoned to a meeting of
Berkeley Town Council
On Monday 21st June 2021
in the Town Hall, Berkeley at 7pm
(Please see Risk Assessment dated 10th May 2021,
on our website, regarding returning to face to face meetings)*

Justine Hopkins
Town Clerk

AGENDA

1.	Public Discussion – Members of the public are welcome to attend. At this meeting 30 minutes is set aside for this purpose.
2.	Apologies and absence
3.	To receive declarations of interests and consider requests for dispensations
4.	To approve the minutes of the last meeting held on Monday 17 th May 2021–see attached.
5.	To note and resolve the recommendations from the Canon Park development committee meeting on 25 th May–minutes attached, and to discuss the following: <ul style="list-style-type: none">• Complaints from residents regarding noise and to discuss potential solutions (landscaping, fencing, CCTV)• To discuss issues regarding the Football Stand (potential shutters/CCTV)
6.	To note the list of payments that will be made by Direct Debit or Standing Orders during the financial year to 31 st March 2021–see attached
7.	To agree the list of Regular Payments (regular suppliers) under Delegated Authority and to agree new suppliers as highlighted– see attached
8.	Berkeley Burial Committee <ul style="list-style-type: none">• To receive the reply from the Berkeley Burial Committee asking them to explain the large balance on the accounts, if it will be used to improve the cemetery, or if the council contributions can be reduced–see attached• To agree to pay the contribution of £3638.81

9.	To review the 'Charging Policy' for the Town Hall and Canon Park and to confirm that it will apply to the MUGA/AGP bookings – see attached
10.	To note the findings of the Rospa Play Inspection report for Park View Play Area – sent by email
11.	To review the Asset Register-see attached
12.	<p>To review all policies (to agree on Councillors to review a few each, for review at the July meeting)</p> <ul style="list-style-type: none"> • Bullying and Dignity at Work Policy • CCTV Policy • Code of Conduct • Complaints Policy • Consent Form • Disciplinary Policy • Equality and Diversity Policy • GDPR General Privacy notice • GDPR Privacy notice for Staff, Councillors and Role Holders • Grants Policy, Application Form and Evaluation Form • Health & Safety Policy • Lone Workers Policy • Media Policy • MUGA/AGP Noise Management Plan • Publication Scheme • Risk Management Policy & Risk Assessment • Social Media Policy • Standing Orders • Financial Regulations <p>All policies are to be found on the website www.berkeley-tc.gov.uk (under 'Your Council', 'Documents and Policies')</p> <p>To consider the following policies and to agree on Councillors to work on these with the Clerk:</p> <ul style="list-style-type: none"> • Planning policy • Reserves Policy • Co-option Policy • Abusive, unreasonable and vexatious complaints policy
13.	To resolve that the Bank Reconciliation dated to 30 th April be authorised and signed-see attached
14.	To receive the Council response to the 'Review of Draft Local Plan' Berkeley Vale Cluster, as drafted by Cllr Ashton, and to agree to submit it to the Local Planning Authority – sent by email from Cllr Ashton
15.	To further discuss details of a programme of outdoor activities for young people in the school summer holidays, some funding received, and to allocate a Councillor to help with the arrangements

16.	To discuss the Map Restoration Project
17.	To elect a member of Planning & Finance Committee (Cllr Hall has resigned)
18.	Committee Meetings: <ul style="list-style-type: none"> • To agree a date for a Staffing Committee Meeting • To agree a date for a Town Improvement Committee Meeting
19.	To confirm that all Councillors consent to receiving the summons, agenda and papers by email
20.	To review the Council's representation on the Parochial Trust Board
21.	To discuss the 'Matters Pending Action List' – sent by email from Cllr Somerset
22.	To nominate an Allotment representative to organise an allotment inspection by 1 st July as per the new regulations
23.	To discuss matters regarding Covid19: <ul style="list-style-type: none"> • Re-opening High Street Safely-Pedestrian safety areas • Re-opening the Town Hall & Public opening hours
24.	To discuss allocating a Councillor to update the website or discuss outsourcing it
25.	To nominate a Councillor to look into the repairs needed to the Town Hall ceiling
26.	To discuss a method of recording and dealing with complaints from members of the public
27.	To agree to transfer £350 from the Allotments budget to the Staffing budget to cover the costs of administering the allotments
28.	Sharing Information Councillors will take this opportunity to share information
29.	Date of next meeting The next Full Council meeting will be on Monday 19 th July at 7pm at the Town Hall.