



BERKELEY TOWN COUNCIL

Town Hall
Salter Street
Berkeley, Glos.
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Email:
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Tuesday 10th August 2021

You are hereby summoned to a meeting of
Berkeley Town Council
On Monday 16th August 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 19 th July 2021—see attached.
5.	Canon Park Redevelopment-To discuss the following: <ul style="list-style-type: none">• To receive an update on the fencing• To receive an update from a meeting with the Football Club regarding the football stand• To receive an update from the Staffing Committee regarding the Caretaker Role
6.	To receive an update regarding Berkeley Burial Committee from Cllr Somerset
7.	Allotments: <ul style="list-style-type: none">• To note and approve an update to the allotment regulations '<i>If you keep livestock eg. chickens, you are required to keep all feed in sealed containers. In addition, if keeping livestock you will be expected to provide some form of pest control. This is for the control of vermin and for the benefit of all allotment holders.</i>'• To discuss any further amendments regarding structures on plots• To approve expenditure for a skip at the allotments in October
8.	To note and approve the attached Risk Assessment to re-open the Town Hall and Council offices, and to agree to extra cleaning hours-see attached

9.	To discuss the 'Welcome Back Fund' – see attached
10.	To confirm and approve changes to the below policies (see attached): <ul style="list-style-type: none"> • CCTV Policy-IB-'signage and location' section added • Code of Conduct- added in- 'Cllrs will register with the Monitoring Officer any significant gift or hospitality that they have been offered but have refused to accept' • Complaints Policy-JS-Item 9 amended to '30 days' • Disciplinary Policy-PH-Page 5, item 22, amended to 'refer to whole council' • GDPR General Privacy notice-EC • GDPR Privacy notice for Staff, Councillors and Role Holders-EC • NEW GDPR Data Protection Policy-EC • Health & Safety Policy-PH-page 12 p1-change 'company' to 'council' (and to consider setting up a working party, and regular review sessions, to ensure compliance) • Lone Workers Policy-JS to amend • MUGA/AGP Noise Management Plan-JS • Publication Scheme-TT • Risk Management Policy & Risk Assessment-QS • Standing Orders-KP • Financial Regulations-KP
11.	To resolve that the Bank Reconciliation dated to 31 st July be authorised and signed-see attached
12.	To agree to set up a working party to review the Youth Club Tender (using the Youth Forum survey results) and then upload onto the Government contracts finder website
13.	To note and show our support for a new group that is commissioning a community opera, and additional commemorations, in 2023 as it is the bicentenary of Dr Edward Jenner www.jennerproject.com
14.	To discuss the 'Matters Pending Action List' – as attached
15.	To discuss locations (2) for 12 months free 900Mbps Broadband as part of Gigaclear 'Community Hub scheme', or to go out to public consultation
16.	To receive a quote regarding recommended improvements to the Town Hall Lift – see attached
17.	To discuss tools required at Sarah's Field – see attached
18.	Sharing Information Councillors will take this opportunity to share information
19.	Date of next meeting The next Full Council meeting will be on Monday 20 th September 2021 at 7pm at the Town Hall.