



BERKELEY TOWN COUNCIL

Town Hall
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Berkeley, Glos.
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Tuesday 10th May 2022

*You are hereby summoned to
The Annual Town Meeting of
Berkeley Town Council
On Monday 16th May 2022
in the Town Hall, Berkeley at 7pm*


Justine Hopkins
Town Clerk

AGENDA

1. Election of Chairman/Mayor
 - To Elect the Chairman/Mayor of Berkeley Town Council
 - To receive the declaration of acceptance of office for the Chairman/Mayor
2. Election of Deputy Chairman/Mayor
 - To elect the Deputy Chairman/Mayor of Berkeley Town Council
 - To receive the declaration of acceptance of office for the Deputy Chairman/Mayor
3. Public Discussion – Members of the public are welcome to attend. At this meeting 30 minutes is set aside for this purpose
4. Apologies and absence
5. To receive declarations of interests and consider requests for dispensations
6. To approve the minutes of the meeting held on Monday 25th April 2022 and to agree that the minutes can be signed-see attached
7. To resolve that the Bank reconciliation dated to 30th April 2022 be authorised and signed-see attached
8. To receive and note the Annual Internal Audit Report 2021/2022-see attached
9. To review and approve the Statement of Accounts for 2021/2022 & Reserves-see attached
10. To review and approve the Annual Governance Statement 2021/2022 (Section 1) Page 4-see attached
11. To review and approve the Accounting Statements 2020/2021 (Section 2) page 5-see attached
12. To note that the dates for the 'period of exercise of public rights' in 2022 will be Monday 13th June to Friday 22rd July 2022
13. Election of Standing Committees – Members
 - Staffing Committee
To add or remove members from the Staffing Committee
 - Planning and Finance Committee
To add or remove members from the Planning and Finance Committee

14. To agree the dates and times of meetings for 2022/23-see attached
15. To review the council's representation on outside bodies
 - Berkeley Community Trust
 - Berkeley Books
 - Berkeley Burial Committee
 - The Berkeley Grammar School Educational Fund
 - Berkeley Vale Tourism
 - Parochial Trust
 - Magnox
 - Severnvale Flood Defence Group
 - GAPTC Exec Committee
16. To agree to continue with the Clerks Delegated Authority to spend up to the budget under the following budget headings:
(Under the Local Government Act 1972, s.101 the council can delegate authority to spend to the Town Clerk)
Staff, Councillors Expenses/Training, Youth Club, Admin, CCTV maintenance, Website maintenance, Petty Cash, Subscriptions, Legal Fees, Town Hall running costs, Town Hall maintenance, Pavilion running costs, Pavilion maintenance, Allotments, Park View Play Area, Canon Park Field & Play Area, Sarah's Field, Sarah's Field Project, Town Enhancement Project and Christmas Decorations Project.
17. To review arrangements for insurance cover for insurable risks, and to review and approve a supplier from the three quotes – as attached
18. To receive an update on the Town Improvement Project and consultation
19. To receive an update on the Queens Jubilee Event including road closures
20. To note that Stroud District Council are employing a market towns tourism officer and they need us all to set up town trails (on the Calvium app), as part of the welcome back funding
21. To receive a report from Cllr Turner on new tourist signage – see attached
22. To review and approve updating the town trail and asking Berkeley Castle and the Jenner Museum to include one with entrance tickets
23. To receive a report from Cllr Turner on disabled parking bays in the Town Centre
24. To review and agree that Cllr Turner can start discussions with Stroud District Council regarding potential extra parking spaces in the town
25. To consider and make a decision on the proposal below, from Berkeley Burial Committee:
The ownership of the Berkeley Cemetery, and the legal status of the Berkeley Burial Committee is in contention with Berkeley Town Council (as demonstrated by numerous correspondence on the issue). It is noted that the Land Registry does not have a record of the legal landowner of the Berkeley Cemetery. I propose that ALL of the member councils that are represented on the Berkeley Burial Committee work together to either confirm, or ensure that the Berkeley Burial Committee is enshrined in law to legally hold assets pertaining to its purview. This may include a change to the legal status of the Berkeley Burial Committee (possibly its title & standing orders) and additionally, ensuring that the Land Registry is updated, to reflect that Berkeley Burial Committee is the legal landowner of the cemetery. The resolution outlined above would therefore satisfy Berkeley Town Council concerns, and ensure full clarity and auditable legal status of the Berkeley Burial Committee allowing it to continue to operate for, and on behalf of its member councils
26. To review and approve to arrange for a tree survey at Canon Park
27. To consider a request for funding for the Berkeley Flyer– see attached

28. To note the findings of the Rospa Play Inspections-see attached
29. To review and approve to purchase four new Christmas lanterns from the Mens shed and to authorise them to make some more for them to sell direct to the public
30. Sharing Information
Councillors will take this opportunity to share information
31. Date of next meeting
The next Full Council meeting will be held on Monday 20th June at 7pm in the Town Hall.