



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

Tuesday 7th February 2017

*You are hereby summoned to attend a
Planning and Finance Committee Meeting on
Tuesday 14th February 2017 in the
Town Hall, Berkeley at
7.30 p.m.*

*D Spiers
Town Clerk*

Agenda

1.	Apologies and absence To accept apologies and note any absences
2.	Declarations of Interest Councillors will have the opportunity to declare any interests relating to items on the agenda.
3.	Minutes of the last meeting To approve and sign the minutes of the meeting held on Tuesday 10 th January 2017 - see attached
4.	Planning Applications - Decisions At the time of printing the agenda there were no new planning applications to consider or decisions to note.
5.	Budget Review for 2016/17 To note the budget for 2016/17 and make any adjustments the committee feel are necessary - see attached The Clerk asks the committee to make the following budget transfers in order to update the figures in accordance with decisions made by the council £ 255.00 from contingency to Website maintenance £ 62.28 from contingency to Subscriptions £ 320.85 from contingency to Canon Park Field & Play Area The Clerk asks the committee to make the following budget transfers because the projects have been completed and no snagging issues have arisen £ 5378.60 from Pavilion Internal Alterations Project to contingency £10851.09 from Canon Park Field Drainage project to contingency The Clerk reports that the Town Hall Running Costs Budget is overdrawn by £ 62.36 however this should resolve itself by the end of the year from income that is due from the lettings The Clerk reports that the Pavilion Running Costs Budget is overdrawn by £ 2408.34 but even though there is an outstanding payment due of £ 1779.00 the committee may wish to transfer £1000.00 from contingency to cover the difference plus any invoices due.

6.	<p>Royal British Legion - donation</p> <p>An error was made when the cheque for the Royal British Legion was completed and signed. The amount agreed by the council was for £75.00 but the cheque was made out and signed for £ 150.00.</p> <p>To agree, retrospectively, that an extra donation of £ 75.00 will be made for 2016.</p> <p>To agree to transfer an extra £75.00 from contingency to the donations budget</p>
7.	<p>Budget Review Document for 2017/18</p> <p>To note the budget review document for 2017/2018 which has been adjusted in accordance with the councils decision when setting the precept - see attached document</p>
8.	<p>Schedule of Payments</p> <p>To approve the schedule of payments due - the schedule will be made available at the meeting</p>
9.	<p>Next Meeting</p> <p>The next Planning and Finance Committee meeting is scheduled for Tuesday 14th March 2017 at 7.30pm in the Town Hall, Berkeley</p>