



BERKELEY TOWN COUNCIL
DRYHTENHOLDA BEORCLEAH

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PLEASE ADDRESS ALL CORRESPONDENCE TO:
THE TOWN CLERK

Monday 12th June 2017

Dear Sir/Madam

*You are hereby summoned to attend a meeting of
Berkeley Town Council
On Monday 19th June 2017 in the
Town Hall, Berkeley at
7.30 p.m.*

*Ms D Spiers
Town Clerk*

AGENDA

Public Discussion - 30 minutes

The council will receive County and District Councillors reports during public discussion time.

1.	Apologies and absence To note apologies and absences <i>Local Government Act 1972 s.85</i>
2.	Declarations of Interest To receive declarations of interests from Councillors relating to items on the agenda <i>Localism Act 2011 s.27</i>
3.	Minutes of the last meeting To confirm and sign the minutes of the annual meeting held on Monday 15 th May 2017 - see attached <i>Local Government Act 1972, Sch 12, para 41(1)</i>
4.	Schedule of Payments To approve and agree to sign the schedule of payments that may be provided at the meeting <i>Financial Regulations 5.2</i>
5.	Berkeley 20 m.p.h. zone At the last meeting, the Clerk was instructed to gauge public opinion on the proposed 20 m.p.h. zone for Berkeley, through social media. The feedback on the whole was positive about the 20-m.p.h. zone. The discussions that took place on social media also highlighted the parking issues throughout the centre of Berkeley. As a result of the points made the council may wish to consider looking at the parking layout throughout the centre of the town and the possibility of using it as a tool to slow the through traffic down. Councillor Harcourt will report to council on his findings from his investigations in to parking issues in Berkeley To consider the risks that may be associated with the 20-m.p.h zone decision To set up a committee to create a budget for the 20-m.p.h. zone in Berkeley. The budget needs to be ready for the Planning and Finance Committee meeting in November if the council wants to start this project in 2018/19. <i>Local Government and Rating Act 1997, s 30.</i>

6.	<p>Potholes - feedback from social media</p> <p>The Clerk was instructed, at the last meeting, to gather feedback from social media about pot holes in Berkeley.</p> <p>To note there was only one response about a pot hole in Forest View Road. However, there were many comments about the overall poor condition of the road from Market Place, along Marybrook Street and Station Road to the roundabout.</p> <p>To consider whether the council will take any action in this matter</p>
7.	<p>Neighbourhood Plan Meeting</p> <p>To remind members that a Neighbourhood Plan Meeting has been set up on Monday 26th June 2017 in the Town Hall at 7.30 p.m.</p> <p>Simon Maher from Stroud District Council and Helen Richards from Gloucestershire Rural Community Council have both said they will attend the meeting.</p> <p>To note which members of Berkeley Town Council will attend the Neighbourhood Plan Meeting.</p>
8.	<p>Discussion Points</p> <p>Chairman Liz Ashton asks the council to discuss the following issues;</p> <ol style="list-style-type: none"> 1.Community award for service to the community 2.Making Berkeley a dementia friendly town
9.	<p>Adverse Possession Claims - Oakhunger Lane Allotments</p> <p>NALC produced a legal topic note in October 2016 titled Adverse Possession Claims - see attached</p> <p>The council may wish to make an adverse possession claim for the Oakhunger Lane Allotments. The owner of the land is unknown and the land is not registered. There is no licence/agreement in place. The council has exclusive possession and can prove continuous possession for a period of more than twelve years. The Council has shown intention to possess the land since 1996.</p> <p>Should the council choose to apply for adverse possession of the land known as Oakhunger Lane Allotments the Planning and Finance Committee will assess whether the current allotments budget is enough to cover the legal expenses of making such a claim, if not a budget can be agreed for the financial year 2018/19.</p> <p>To consider what risks may be associated with the application of adverse possession for the Oakhunger Lane Allotments.</p> <p>To consider applying for adverse possession of the Oakhunger Lane Allotments.</p>
10.	<p>Canon Park Recreational Facility - Play Equipment Fence</p> <p>For quite a while now the mesh panels attached to the fencing at Canon Park Recreational Facility have been missing. This was because over a period of time the panels were repeatedly vandalised and eventually they were lost. Comments on social media have highlighted this issue and there are concerns that toddlers may now be able to run in to the road. One suggestion which proved popular was to plant a hedge along the fence line.</p> <p>To consider what risks may be associated with this proposal.</p> <p>To consider planting a hedge on the boundary with Station Road</p>

11.	<p>Park View Play Area - ROSPA Inspection</p> <p>A ROSPA inspection was carried out in April at Park View Play Area - see attached report</p> <p>Various matters were highlighted as needing attention:</p> <p>Fencing damaged - this is being dealt with in the contract to have the fencing and gates changed/repaired and should be completed during the summer of 2017.</p> <p>Overhead power lines - to be monitored and checked on a routine basis</p> <p>Slide, toddler swings, goal posts and old climbing frame in need of re-painting</p> <p>Slide - toggle entrapment to be removed</p> <p>Goals - ground worn and stones in the area</p> <p>To consider whether the council will take any action in response to the ROSPA inspection report.</p>												
12.	<p>CCTV additions to current facility</p> <p>See attached costings plan for additional CCTV cameras in the town</p> <p>There is no allocation in the budget for this project in the current financial year. The council can add this to the budget for 2018/19, apply for grants that may be available or vire funds from another budget (see attached budget review document). The camera and associated equipment at the entrance to the cemetery could be financed by the Berkeley Burial Committee. We may also ask Stroud District Council to pay the cost of installing a camera by the Marybrook Street Toilets.</p> <p>In order to have an electric supply for the camera at Park View Play Area the council needs to consider asking the Berkeley Scouts if we can use the supply at the scout hut</p> <p>To consider what risks may be associated with this proposal</p> <p>To consider installing new CCTV cameras at the following locations: -</p> <table data-bbox="300 1339 925 1550"> <tr> <td>Park View Play Area</td> <td>£2982.00</td> </tr> <tr> <td>Canon Park Recreational Facility</td> <td>£2014.00</td> </tr> <tr> <td>Marybrook Street Toilets</td> <td>£ 912.00</td> </tr> <tr> <td>Berkeley Cemetery</td> <td>£1197.00</td> </tr> <tr> <td>New Recorder</td> <td>£1273.00</td> </tr> <tr> <td>Total</td> <td>£8378.00 + vat</td> </tr> </table> <p>To consider installing extra CCTV cameras in the town at a total cost of £8378.00 + vat.</p>	Park View Play Area	£2982.00	Canon Park Recreational Facility	£2014.00	Marybrook Street Toilets	£ 912.00	Berkeley Cemetery	£1197.00	New Recorder	£1273.00	Total	£8378.00 + vat
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13.	<p>Town Hall Bench</p> <p>Susannah Jones and Rosalind Morgan have asked the council if they can put a new bench outside the Town Hall in memory of their parents Michael and Helen Jones. Mr & Mrs Jones both served on the council in the past.</p> <p>The bench has been ordered and will be installed by the supplier in July. The council now needs to remove and dispose of the existing bench.</p> <p>To consider how and by whom the bench will be removed and disposed of.</p>												

14.	<p>MUGA and Activity Trail at Canon Park Recreational Facility</p> <p>To agree that this is a project the council wishes to pursue.</p> <p>To set up a committee to work on this project.</p> <p>To instruct the committee to meet with the football club to discuss working in partnership to facilitate this project</p> <p>To instruct the Planning and Finance Committee to include a sum in the budget for 2018/19 to cover the 50% match funding required for the Football Facilities Fund Application to be made</p> <p>To consider asking the Football Club if they will make a contribution to the project.</p> <p>To consider applying for a loan for this project</p> <p>To consider making a joint application with the football club to the Football Facilities Fund</p>
15.	<p>Strategic Assessment of Land Availability (SALA)</p> <p>In the Autumn Stroud District Council will be carrying out a review of the Local Plan. We will have the opportunity to comment on the SALA.</p> <p>To consider whether the council wants to start working through the SALA in order to be prepared for the Local Plan review in the Autumn</p>
16.	<p>Internal Control</p> <p>To appoint a member of the council to carry out the Internal Control checks for the period 1st April to 30th June 2017</p>
17.	<p>Planning Applications</p> <p>To consider responding to the following planning applications</p> <p>S.17/1213/LBC - Berkeley Hospital - Listed Building Consent - Minor Alterations to previous listed consent - S.15/1255/LBC</p> <p>17/0039/STMAJW (district reference S.17/1188/MISC) - Berkeley Power Station - Variation of condition 3 (scope of development) of planning consent 16/0093/STMAJW [construction and operation of a waste encapsulation plant and associated external plant and structures, together with integral highways and drainage infrastructure] dated 16/02/2017 to reduce footprint of building, overall roof and stack height, removal of an internal access road and repositioning access doors.</p> <p>To view the planning applications, go to www.gloucestershire.gov.uk or www.stroud.gov.uk</p>
18.	<p>Berkeley Youth Club</p> <p>Young Gloucestershire have given notice of termination of our Service Level Agreement which means that the last youth club session with them will be 19th July 2017.</p> <p>To consider whether the council wants to change the existing youth club provision</p> <p>To consider asking for quotes to have the same provision for a youth club to start in September 2017</p>

19.	<p>Sarah's Field Project</p> <p>a. Grant Application</p> <p>Our application for a grant of £5,000.00 from Gloucestershire Environmental Trust Company has been successful. It was a fast track application made through Gloucestershire Wildlife Trust who will receive £500.00 from the grant.</p> <p>To agree to make a payment of £ 500.00 to the Gloucestershire Wildlife Trust when we have received the grant of £ 5,000.00.</p> <p>There are conditions attached to the offer of the grant</p> <ol style="list-style-type: none"> 1. acceptance of the offer within two months 2. major works being commenced within six months of the date of the letter (23rd May 2017) 3. the grant must be claimed in full within twelve months of this offer, otherwise the offer is automatically withdrawn 4. written confirmation of when work commences will be required for payment to be claimed. <p>To agree to accept the offer of a grant of £5,000.00 from the Gloucestershire Environmental Trust Company.</p> <p>b. Drawings to support planning application</p> <p>Morgan: Pattison has provided us with a proposal to provide the necessary drawings needed to submit our planning application for change of use on Sarah's Field - see attached</p> <p>To consider instructing Morgan: Pattison to provide us with drawings for our planning application at a cost of £1,950.00 + vat</p>
20.	<p>Sharing of Information</p> <p>To share information</p>
21.	<p>Date of next meeting</p> <p>The next meeting will be held on Monday 17th July 2017 at 7.30 p.m. in the Town Hall, Berkeley.</p>