



BERKELEY TOWN COUNCIL
DRYHTENHOLDA BEORCLEAH

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PLEASE ADDRESS ALL CORRESPONDENCE TO:
THE TOWN CLERK

Tuesday 5th September 2017

*You are hereby summoned to attend a
Planning and Finance Committee Meeting on
Tuesday 12th September 2017 in the
Town Hall, Berkeley at
7.30 p.m.*

*D Spiers
Town Clerk*

Agenda

1.	Apologies and absence To note apologies and 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 11 th July 2017 - see attached
4.	Planning Applications - New S.17/1815/VAR - Fitzhardinge House, Marybrook Street - Variation of condition Inc Renewals Planning Applications can be viewed on the Stroud District Council website www.stroud.gov.uk
5.	Planning Applications - Decisions To note the following decisions made by the Local Planning Authorities: 17/0039/STMAJW - Berkeley Nuclear Power Station, Hamfield Lane - Permission Granted S.17/1213/LBC - Berkeley Hospital, Marybrook Street - Application Approved S.17/1149/HHOLD - 3 James Orchard - Application Refused S.17/1690/TCA - Stock House - Application Permitted S.17/1462/FUL - 17 Canonbury Street - Application Approved
6.	Schedule of Payments To approve the schedule of payments due - the schedule will be made available at the meeting
7.	Budget Review 2017/18 To review the budget for 2017/18 - see attached To determine which budget will be allocated with the proceeds from the sale of the disco equipment, I the amount of £130.00

8.	<p>Budget Proposal for 2018/19</p> <p>The Clerk has produced the budget proposal document for 2018/19 using known information and in response to council decisions that have been made during the past year - see attached</p> <p>To review the figures provided.</p> <p>To recommend to full council the budget for 2018/19</p> <p>To recommend the precept amount for 2018/19 to full council</p>
9.	<p>Park View Play Area - gate posts</p> <p>The council has recently had new fencing and gates installed at Park View Play Area. While the job was in progress it was brought to our attention that the existing posts for the field gate were no longer true.</p> <p>To note that the Clerk, under her delegated authority, instructed the contractor to make good on the posts which in turn allowed for easier opening and closing of the field gate. The cost of this was £ 172.50 + vat</p>
10.	<p>Fence Panels at Canon Park Recreational Facility</p> <p>At the last full council meeting it was decided to find a local contractor that can fabricate and install the fence panels at Canon Park Recreational Facility.</p> <p>Members will be asked to provide the Clerk with a list of contractors that can carry out this work in order to obtain the three quotes required under Financial Regulations</p>
11.	<p>Free Resource s.137</p> <p>To note that the Berkeley Flyer makes a charge to the council of £200.00 per annum in exchange for allowing it to submit a regular report. The only power available to spend on this is LGA 1972 s.137.</p>
12.	<p>Pavilion Roof Repairs</p> <p>During the weekend of 22nd July 2017, it was reported to the council that there was a leak in the roof of the pavilion. On Monday 24th July the Clerk instructed J. C Aldridge & Son Ltd to inspect the roof and report back on the cause of the leak. The leak was caused by a split in the lead in the gully between the two roofs.</p> <p>To note that in the meantime, a temporary repair was made, under the Clerks delegated authority, at a cost of £ 53.70 + vat.</p> <p>Since then a quote has been received for the permanent repair of the split in the lead in the roof gully for a cost of £ 526.00 + vat</p> <p>To agree to have the pavilion roof repaired by J. C. Aldridge & Son Ltd, at a cost of £ 526.00 + vat.</p>
13.	<p>Asset Register</p> <p>The Clerk has updated the asset register by adding the new play equipment installed at Park View Play Area - see attached</p> <p>To approve the updated asset register.</p> <p>To verify the valuations on the asset register.</p>

14.	<p>Review of investments and bank account</p> <p>To receive a report from Councillor Ashton on the feasibility of depositing earmarked reserves with the Berkeley Community Bank.</p> <p>To receive a report from Councillor Harcourt on the feasibility of depositing earmarked reserves with the local branch of a building society.</p> <p>To consider whether the council should deposit some of the bank balance with another financial institution as suggested by the Internal Auditor.</p>
15.	<p>Town Hall booking</p> <p>Stroud District Council has booked the Town Hall on the 2nd November from 2pm to 10pm for a public consultation during the day and a presentation to surrounding parish councillors in the evening. The normal charge for this would be £ 64.00 but SDC have asked if they can have a discount or have it free of charge, because the event is to encourage the public to take part in the consultation.</p> <p>To consider how much the council will charge Stroud District Council for the use of the Town Hall on the 2nd November 2017.</p>
16.	<p>Health & Safety Check List</p> <p>See attached a draft Health & Safety Check List</p> <p>To consider revising the draft Health & Safety Check List until it meets the correct level of adequacy expected by the Internal Audit</p> <p>To determine which staff member/s will be responsible for the Health & Safety Checks</p>
17.	<p>Quarterly Internal Checks</p> <p>To note that the Internal Checks, for the period 1st April to 30th June 2017, have been carried out by Councillor Palmer - see attached report</p> <p>To consider whether any action is required as a result of the quarterly internal check</p>
18.	<p>Next Meeting</p> <p>The next Planning and Finance Committee meeting is scheduled for Tuesday 10th October 2017 at 7.30pm in the Town Hall, Berkeley</p>

