



BERKELEY TOWN COUNCIL

Town Hall
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PLEASE ADDRESS ALL CORRESPONDENCE TO:
THE TOWN CLERK

Monday 4th December 2017

Dear Sir/Madam

*You are hereby summoned to attend a meeting of
Berkeley Town Council
On Monday 11th December 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
2.	Declarations of Interest To receive declarations of interests from Councillors relating to items on the agenda
3.	Minutes of the last meeting To confirm and sign the minutes of the meeting held on Monday 20 th November 2017 - see attached
4.	Schedule of Payments To approve and agree to sign the payments on the schedule which will be made available at the meeting
5.	Pavilion and Football Stand Lease Discussions have taken place between the Football Club and the Clerk - see attached report To agree to change the rent for the Pavilion and Football Stand Lease from £ 2,400.00 to £1,000.00 per annum with effect from 1 st April 2018
6.	Pavilion CCTV Subject to the new lease with the Football Club being signed, as landlord the council will be responsible for the upkeep of the structure of the building and the original CCTV system was installed to act as a deterrent to vandalism. Our existing CCTV provider has offered the following options To consider replacing the existing CCTV system with one of the options listed below 3 x cameras, 1x 16 channel video recorder with 4TB memory - £ 1,856.50 + vat 3 x cameras, 1 x8 channel video recorder with 2TB memory - £ 1,637.50 + vat

7.	<p>Pavilion Solar Panels</p> <p>This project has been put on hold several times and the Clerk asks the council to decide whether the council will install solar panels on the Pavilion before the lease with the football club can be finally agreed and signed. Contracts will have to be signed between the electricity supplier, the council and the football club if the solar panels are installed</p> <p>Three contractors have quoted to do the work</p> <p>Ecocetera - 4.95kw system - £ 6,880.00 + vat Foresteco Systems - 4.8kw system - £ 6,350.00 + vat Regensys - 5kw system - £4,999.17 + vat</p> <p>To consider installing solar panels on the roof of the Pavilion</p>
8.	<p>High Street TRO (traffic regulation order)</p> <p>At the last meeting the Clerk was instructed to inform Highways that the council agrees in principle to contributing to the cost of the TRO amendments for High Street, Berkeley. At the same time the Clerk was instructed to ask for a breakdown of the costs of a TRO and whether it would be possible to incorporate 20 m.p.h speed limit and changes to parking in the town centre into the same TRO as High Street</p> <p>A response was received which has been emailed to all councillors giving a breakdown of the costs of a TRO and notifying the council that the 20 m.p.h. speed limit and the changes to parking will have to be done under separate TRO's.</p> <p>In light of this information the council is asked to agree to make a contribution of £ 5,000.00 towards the amendments to the TRO for High Street, Berkeley</p>
9.	<p>Town Centre CCTV</p> <p>To consider making adjustments to the Town Centre CCTV system based on the information received from the Police Panel via PCSO Mike Trebble.</p>
10.	<p>External Auditor</p> <p>We have been notified by Smaller Authorities Audit Appointments Ltd (SAAA) that a new auditor has been appointed for a five-year period from 2017/18.</p> <p>To note that the External Auditor for Berkeley Town Council for a five-year period from 2017/18 will be PKF Littlejohn LLP</p>
11.	<p>Stroud Road Safety Liaison Group</p> <p>To appoint a member to attend the Stroud Road Safety Liaison Group</p>
12.	<p>Youth Club visits</p> <p>To arrange dates and times for members to visit youth clubs run by the candidates for our new youth service provider - see attached list of dates</p>
13.	<p>Staffing Committee update</p> <p>The attached report outlines the decisions taken by the Staff Committee following the Town Clerks appraisal - see attached</p> <p>To note the decisions made by the Staff Committee in the report attached.</p>

14.	Quarterly finance report To note the quarterly finance report to 30 th September 2017 - see attached
15.	Sharing Information Councillors will take this opportunity to share information
16.	Date of next meeting The next meeting will be held on Monday 15 th January 2018 at 7.30 p.m. in the Town Hall, Berkeley.