



# BERKELEY TOWN COUNCIL

Town Hall  
Salter Street  
Berkeley, Glos.  
GL13 9DB,  
Tel/Fax: 01453 511964  
Email:  
[clerk@berkeley-tc.gov.uk](mailto:clerk@berkeley-tc.gov.uk)

PLEASE ADDRESS ALL CORRESPONDENCE TO:  
**THE TOWN CLERK**

*Monday 8<sup>th</sup> April 2019*

*Dear Sir/Madam*

*You are hereby summoned to a meeting of  
Berkeley Town Council  
On Monday 15<sup>th</sup> April 2019 in the  
Town Hall, Berkeley at  
7.30 p.m.*

*Debbie Spiers  
Town Clerk*

## AGENDA

1.	Public Discussion - 30 minutes  Public Discussion time will end promptly at 8.00 p.m.
2.	Apologies and absence  To note apologies and absences
3.	Declarations of Interest  To receive declarations of interests from Councillors relating to items on the agenda
4.	Minutes of the last meeting  To confirm and sign the minutes of the meeting held on Monday 18 <sup>th</sup> March 2019 - see attached
5.	Minutes of the Annual Town Meeting  To confirm and sign the minutes of the Annual Town Meeting held on Monday 18 <sup>th</sup> March 2019 - see attached
6.	Induction of the Revd. John McHale  We have received an invitation for members of the Council to attend the Induction of Reverend John McHale on Thursday 2 <sup>nd</sup> May 2019 in the Church of St Mary the Virgin, Berkeley - RSVP by 28.04.19  To note who will be able to attend
7.	Schedule of Payments  To approve and agree to sign the payments on the schedule which may be made available at the meeting
8.	Data Protection Fee - Information Commissioner  To agree to continue to pay the Data Protection Fee to the Information Commissioner by direct debit in the amount of £40 per annum

9.	<p>Internal Audit year ended 31<sup>st</sup> March 2019</p> <p>The Internal Audit for the year to 31<sup>st</sup> March 2019 has been carried out - see attached</p> <p>To consider whether any action is required as a result of the Internal Audit</p> <p>Annual Internal Audit Report 2018/19</p> <p>To note the Annual Internal Audit Report 2018/19</p> <p>To note that all Internal Control Objectives have been followed by Berkeley Town Council</p>
10.	<p>Berkeley Burial Committee</p> <p>Following an email that the council sent to the Berkeley Burial Committee on the 29<sup>th</sup> January 2019 we have received this response - see attached</p> <p>To consider whether the council will take any action in response to the letter</p>
11.	<p>Pavilion - Berkeley Football Club</p> <p>Berkeley Football Club has asked the council if it would be possible for them to have a long-term plan to add a skittle alley to the Pavilion at Canon Park Recreation Facility</p> <p>To consider entering in to discussions with the football club about extending the Pavilion to create a skittle alley</p>
12.	<p>HMS Exploit visit to Town</p> <p>HMS Exploit Commander has made a suggestion of 17<sup>th</sup> May 2019 for a visit to the Town or early September. At the time of printing the agenda we have not yet heard back from the Museum as to whether they could accommodate us on one of their tours</p> <p>To agree to set a date for the visit of the HMS Exploit crew</p>
13.	<p>30 m.p.h. speed signs for Berkeley</p> <p>Four winning signs, created by Berkeley Primary School pupils, are ready to be printed and installed in the town. The estimated cost of producing the signs is £200.00. There is no allocation in the budget for this project.</p> <p>To consider producing the speed signs created by the local children in Berkeley at a cost of approximately £200.00</p> <p>To consider creating a budget of £200.00 for the Speed Signs Project</p>
14.	<p>Stroud District Road Safety Group - Associate Membership</p> <p>Berkeley Town Council has been invited to become an associate member of the Stroud District Road Safety Group at a one-off contribution cost of £ 250.00 - see attached letter</p> <p>This possible subscription has not been included in the budget therefore if the council wishes to become an associate member a transfer from contingency to subscriptions of £250.00 will be necessary</p> <p>To consider becoming an associate member of the Stroud District Road Safety Group at a one-off cost of £250.00</p> <p>To agree to transfer £250.00 from the Contingency budget to the Subscriptions budget</p>

15.	<p>Stroud District Road Safety Group - Rural Multi-Site Traffic Regulation Order</p> <p>We have received a letter from the Stroud Road Group asking if Berkeley Town Council would like to be included in a Rural Multi-Site Traffic Regulation Order - see attached letter</p> <p>The deadline for responses to this letter is 30<sup>th</sup> April 2019</p> <p>Individual Councils wishing for their sites to be included in the TRO submission will be responsible for collecting and submitting the following data which is required for any such TRO: - traffic volume and speed data from a week-long survey; evidence of police support for the proposed speed reduction and evidence of local support from the Town Council and local residents.</p> <p>The cost of the Multi-Site TRO will be shared equally between all participating councils and GCC have indicated that they will match fund this application.</p> <p>To consider including Berkeley in the Rural Multi-Site Traffic Regulation Order for Stroud District</p> <p>To agree the exact locations for change to the Traffic Regulations in Berkeley</p> <p>To agree what changes should be made to the Traffic Regulations in Berkeley</p>
16.	<p>CMAS - Youth Club</p> <p>We have received an email from CMAS explaining that since they originally quoted for the extra session for the Youth Club, they have been subjected to increases with JNC pay scales, insurance, pensions and travel costs. This means that, at the price quoted, the service will no longer be sustainable - see attached email</p> <p>CMAS proposes that they honour the price quoted in year one at £ 8,562.00 plus vat; increase to £ 11,040.00 + vat in year two and increase to £ 12,000.00 + vat for year three</p>
17.	<p>Sharing Information</p> <p>Councillors will take this opportunity to share information</p>
18.	<p>Date of next meeting</p> <p>The next meeting of Berkeley Town Council, which is the Annual Council meeting, will be held on Monday 20<sup>th</sup> May 2019 at 7.30 p.m. in the Town Hall, Berkeley.</p>