



BERKELEY TOWN COUNCIL

Town Hall
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PLEASE ADDRESS ALL CORRESPONDENCE TO:
THE TOWN CLERK

Tuesday 7th May 2019

*You are hereby summoned to attend a
Planning and Finance Committee Meeting on
Tuesday 14th May 2019 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 9 th April 2019 - see attached
4.	Planning Applications - New To consider responding to the following planning application S.19/0944/TCA - 58 High Street - To fell a semi mature Sycamore Tree
5.	Planning Applications - Decisions To note the following decisions made by the Local Planning Authorities: S.19/0538/TCA - Berkeley Castle - Trees in a Conservation Area - No objections
6.	Planning Applications - Appeals To note that planning application S.18/1989/VAR Land North of Canonbury Street, which was refused by Stroud District Council, has been submitted for appeal to the Planning Inspectorate.
7.	Schedule of Payments To approve the schedule of payments due - the schedule will be made available at the meeting
8.	Budget Review 2019/20 To review the budget for 2019/20 - see attached

9.	<p>Internal Control Checks</p> <p>To note that the Internal Control Checks have been carried out for the periods 1st July to 30th September and 1st Oct to 31st Dec 2018see attached reports</p> <p>To consider whether any action should be taken as a result of the Internal Control Checks report</p>
10.	<p>Direct Debits and Standing Orders</p> <p>To note the list of payments that will be made by Standing Orders or Direct Debits during the financial year to 31st March 2020 - see attached</p>
11.	<p>Allotments Admin Costs</p> <p>Each year the Council agrees an amount that represents the cost to the council of administering the allotments. This amount is then transferred from the Allotments budget to the Staff budget. Last year the amount transferred was £ 326.75. The council may wish to increase the amount to cover inflation for this year.</p> <p>To agree on the amount of money that will be transferred from the Allotments budget to the Staff budget to cover the cost of administering the allotments.</p>
12.	<p>Sarah's Field - Waste bins and entrance sign</p> <p>The original contract for Sarah's Field Project did not include the installation of two waste bins and an entrance sign.</p> <p>The site needs a general waste bin and a dog waste bin plus a local volunteer has donated an attractive entrance sign for the field.</p> <p>To consider employing Stroud Valleys Project for one day to install two bins and entrance sign at a cost of £213.50.</p>
13.	<p>Town Hall - hirers discount</p> <p>One of the town hall hirers is self-employed running physio led Pilates classes which benefit local people enabling them to remain active in later life. At the moment she does not qualify for a discount because she is not a local community group providing activities for local people.</p> <p>She currently runs four one-hour sessions per week and is hoping to start more. She is trying to keep her costs to the public as low as possible but since the increase in the rate charged by the Council for the use of the town hall this is getting more and more difficult. She has asked if the Council would consider allowing her a discount for the use of the town hall.</p> <p>To consider offering a discount to the hirer of the town hall that provides physio-led Pilates classes</p>
14.	<p>Insurance Renewal</p> <p>The insurance policy for Berkeley Town Council is due for renewal</p> <p>To agree to pay the insurance renewal to Zurich in the amount of £ 2,084.14</p>
15.	<p>District Wide Tourist Information Grant</p> <p>To note that the Council has received a £2,000.00 grant from Stroud District Council to be spent on developing tourist information in our area</p>

16.	<p data-bbox="331 197 496 226">Next Meeting</p> <p data-bbox="331 255 1385 315">The next Planning and Finance Committee meeting is scheduled for Tuesday 11th June 2019 at 7.30pm in the Town Hall, Berkeley</p>
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