



BERKELEY TOWN COUNCIL

Town Hall
Salter Street
Berkeley, Glos.
GL13 9DB,
Tel/Fax: 01453 511964
Email:
Clerk@berkeley-tc.gov.uk

PLEASE ADDRESS ALL CORRESPONDENCE TO:
THE TOWN CLERK

Tuesday 3rd September 2019

*You are hereby summoned to attend a
Planning and Finance Committee Meeting on
Tuesday 10th September 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 13 th August 2019 - see attached
4.	Planning Applications - Decisions To note the following decisions made by the Local Planning Authority: S.19/1604/TCA - 39 Canonbury Street - Approved S.19/1553/TCA - 96 Lantern Close - Approved S.19/1543/LBC - Berkeley Castle - Permitted
5.	Schedule of Payments To approve the schedule of payments due - the schedule will be made available at the meeting
6.	Town Hall - budget deficit Documents are enclosed showing the town hall receipts and payments for the periods 1 st April to 31 st July 2018 and 2019. To determine whether any changes need to be made to the budget to cover any increases in the cost of running the town hall. To consider the implications on the Town Hall budget of the running costs associated with the council office and meeting room, the use of the town hall by the Citizens Advice Bureau, The Community Bank, The Police and the Neighbourhood Warden.

7.	<p>Town Hall Lift - Interior Light</p> <p>The interior light in the lift is no longer working. To replace the light bulb would require two operatives because the roof of the lift cubicle needs to be lifted off in order to get at the interior of the light fitting. During the recent maintenance visit from our contracted lift maintenance company, the engineer has made the recommendation to upgrade the interior light fitting so that in future it can be maintained from within the cubicle and the existing bulb is replaced with an LED light - see attached quotation</p> <p>To consider upgrading the interior light to the Town Hall lift at a cost of £ 967.00 + vat</p> <p>This work has not been budgeted for in the Town Hall Maintenance Budget therefore the committee may wish to consider transferring £1,000.00 from Contingency to Town Hall Maintenance Budget</p>
8.	<p>Budget Review 2019/20</p> <p>To review the budget for 2019/20 - see attached</p>
9.	<p>Budget and Precept for 2020/21</p> <p>To start work on the budget and precept for 2020/21 - see attached</p> <p>The Staffing Committee recommends that there should be an increase of 3% in the staff budget to take in to account any pay rises agreed for 2020/21, any National Insurance Contribution increases imposed and any increases in the employer's contribution to the Gloucestershire Local Government Pension Scheme.</p> <p>At the September meeting of the full council the question will be asked - does the council wish to include any new projects in the budget forecast for 2020/21? The outcome will be reported to the October Planning and Finance committee meeting</p>
10.	<p>Next Meeting</p> <p>The next Planning and Finance Committee meeting is scheduled for Tuesday 8th October 2019 at 7.30pm in the Town Hall, Berkeley</p>