



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

Monday 14th October 2019

Dear Sir/Madam

*You are hereby summoned to a meeting of
Berkeley Town Council
On Monday 21st October 2019 in the
Town Hall, Berkeley at
7.00 p.m.*

*Debbie Spiers
Town Clerk*

AGENDA

1.	Public Discussion - 30 minutes Matthew Bacon and colleagues from Sharpness LLP will update the Council on the proposed developments in the surrounding areas Public Discussion time will end promptly at 7.30 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 16 th September 2019 - see attached
5.	Planning Applications-New To consider commenting on the following planning application: S.19/2137/FUL 17 Canonbury Street-Change of use to medical surgery, fit out of retail unit including 3 consulting rooms and 1 treatment room, ancillary accommodation and first floor residential unit for staff welfare facilities. To view the planning application go to the Stroud District Council website www.stroud.gov.uk Hard copies will be available to view in the meeting.
6.	Internal Control Checks To appoint a member to carry out the Internal Control Checks that are due for the periods 1 st April to 30 th June and 1 st July to 30 th September 2019

7.	<p>Schedule of Payments</p> <p>To approve and agree to sign the payments on the schedule which may be made available at the meeting</p>
8.	<p>Severn Vale Art Trail</p> <p>The organisers of the Severn Vale Art Trail have asked if it will be possible to use the meeting room in the Town Hall, free of charge, from Friday 1st May to Sunday 10th May 2020 - see attached letter</p>
9.	<p>Berkeley Burial Committee Report</p> <p>The Berkeley Burial Committee has supplied us with the accounts for year ending 31st March 2019 - see attached</p> <p>The internal auditor's report for the year ending 31st March 2019 - see attached and</p> <p>A covering email giving explanations of budgetary decisions</p> <p>To receive a report from the representatives serving on the Berkeley Burial Committee</p> <p>To consider whether Berkeley Town Council will take any further action in these matters</p>
10.	<p>Berkeley Burial Committee - Draft Budget and Contribution for 2020/21</p> <p>The Berkeley Burial Committee reports that they are in the process of obtaining a building survey report on the Lodge and that depending on the outcome of the report the proposed budget for next year may change</p> <p>The committee also reports that they will not know until December what the final figures for the number of parishioners are.</p> <p>To note the draft budget and contributions for the Berkeley Burial Committee for 2020/21 - see attached</p>
11.	<p>Parking Enforcement in Berkeley</p> <p>Contact has been made with the Parking Team at Gloucestershire County Council and concerns were raised that the parking enforcement officers were not spending enough time in Berkeley for the parking restrictions to be effective.</p> <p>We have received the following response</p> <p><i>"We are currently programming in appropriate amounts of time for our patrols in Berkeley relating to the restriction types and coincidentally have recently been reviewing our limited waiting patrols countywide. Berkeley currently receives approximately 2 visits per week for 1.5 hours and the days are varied as much as possible. This time is not fixed long-term – this is constantly re-evaluated throughout the year (alongside all other towns and parishes) taking into account available resources, seasonal demands that certain areas have, and overall the 'fair share' that each area is entitled to receive. In August we issued 22 PCNs in comparison to 6 in July, for the same amount of time patrolled. We will continue to proactively patrol Berkeley and hopefully, in time, we will see more compliance in the area.</i></p> <p><i>If you do have any reports of parking issues on particular days and at specific times please do send them through to me. This will enable us to manage our patrols as effectively as possible – we always aim to react to issues as much as our resources allow."</i></p> <p>To consider whether the Council will take any further action with regards to parking enforcement in Berkeley</p>

12.	<p>Town Improvements Project</p> <p>There is allocation in the proposed budget for 2020/21 to improve the town centre. It would be prudent to set up either a working party or a committee to start work on this project</p> <p>To consider setting up either a working party or committee to work on improvements to the town centre</p> <p>To instruct the Clerk on the terms of reference for the Town Improvements Project working party or committee</p>
13.	<p>Proposed Rural Multi-Site Traffic Regulation Order</p> <p>Stroud District Road Safety Group has carried out consultations with Gloucestershire County Council Highways, GCC Traffic Regulation Order Team and Gloucestershire Constabulary. A summary of the status of the proposed Rural Multi-Site Traffic Regulation Order is attached</p> <p>The recommendations in the document will be discussed at their next meeting on 20th November 2019 and a decision on whether to proceed with the project will be made based on an open vote on the matter.</p> <p>If Berkeley Town Council has an opinion on the matter and will not be represented at the meeting, we can email our feedback by Friday 15th November 2019 so that we can be included in the vote.</p> <p>To consider sending a representative to the meeting of SDRSG on 20th November</p> <p>To consider whether the Council wishes to respond to the recommendations in the report provided by SDRSG</p>
14.	<p>Balloon Launches - Canon Park Recreational Facility</p> <p>In April 2019 Berkeley Town Council gave permission to Exclusive Ballooning to launch hot air balloons from the field at Canon Park Recreational Facility. The Council decided to review the decision in October 2019.</p> <p>At the time of printing the agenda only one local resident has raised concerns about hot air balloons being launched from this site. The points raised were: Is there a risk assessment in place, Is the insurance policy in date, potential fire hazard and noise pollution.</p> <p>To review the decision to allow hot air balloons to be launched from Canon Park Recreational Facility</p>
15.	<p>Royal British Legion - Poppies</p> <p>Each year the Royal British Legion supplies us with a wreath for the church service, a posy for the Lt. Butler memorial plaque and a posy for the Tommy sculpture. This year they have also supplied us, at our request, with 50 lamp post poppies to mark the 75th anniversary of World War Two</p> <p>Every year the Council makes a donation to the Royal British Legion, last year this was £150.00.</p> <p>To consider making a donation of £ 200.00 to the Royal British Legion for 2019</p>

16.	<p>Remembrance Sunday Service</p> <p>To make arrangements for attendance at the Remembrance Sunday Service at St Mary's Church, Berkeley - Sunday 10th November 2019 at 3.00 p.m.</p> <p>To note that members of HMS Exploit crew will also attend the Remembrance Sunday Service in Berkeley</p>
17.	<p>School Buses to KLB School</p> <p>Councillor Stevenson proposes that the Council asks Gloucestershire County Council to pay for the buses that take Berkeley children to KLB School</p>
18.	<p>Arrangements for Christmas Decorations in the Town</p> <p>It has not been possible to progress the project to produce Christmas Lanterns for the town and the barrel that normally holds the Christmas Tree has not been repaired. Please bear in mind that disposing of the Christmas Tree is proving more difficult and costly each year.</p> <p>To consider what arrangements the Council will make for Christmas Decorations in the town this year.</p>
19.	<p>Canon Park Field Development - Funding</p> <p>To note that the National Lottery Community Fund has made a grant of £10,000.00 to the Canon Park Field Development Project.</p> <p>To note that the Gloucestershire County Council Growing our Communities Fund has made a grant of £ 5,000.00 to the Canon Park Field Development Project.</p>
20.	<p>Canon Park Field Development Project</p> <p>To consider setting up a committee to take this project forward</p> <p>To instruct the Clerk on the terms of reference for the Canon Park Field Development Project Committee</p>
21.	<p>Park View Road - open space</p> <p>In Park View Road there is a small open space that could look more attractive for residents if it was planted and maintained at a local level.</p> <p>Councillor Tucker proposes that Berkeley Town Council adopts the small open space, which is enclosed by a brick wall, in Park View Road.</p>
22.	<p>Matters raised during discussions at the last meeting</p> <p>To consider whether Berkeley Town Council will carry out a survey of local residents on the future of the public toilets in Marybrook Street</p> <p>To consider whether Berkeley Town Council will raise funds for town centre improvements by selling the maces</p>
23.	<p>Sharing Information</p> <p>Councillors will take this opportunity to share information</p>
24.	<p>Date of next meeting</p> <p>The next meeting of Berkeley Town Council, will be held on Monday 18th November 2019 at 7.00 p.m. in the Town Hall, Berkeley.</p>