



# BERKELEY TOWN COUNCIL

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

*Monday 10<sup>th</sup> February 2020*

*You are hereby summoned to a meeting of  
Berkeley Town Council  
On Monday 17<sup>th</sup> February 2020 in the  
Town Hall, Berkeley at  
7.00 pm*

*Justine Hopkins  
Town Clerk*

## AGENDA

1.	Public Discussion - 30 minutes
2.	Apologies and absence
3.	To receive declarations of interests and consider requests for dispensations
4.	To approve the minutes of the last meeting held on Monday 20 <sup>th</sup> January 2020 - see attached
5.	To consider Planning Applications - There are no new applications
6.	To receive the finance report for the period 1 <sup>st</sup> October to 31 <sup>st</sup> December 2019 - see attached
7.	To receive a report on the Internal Control Check 1 <sup>st</sup> October - 31 <sup>st</sup> December 2019 - see attached
8.	To confirm that the Annual Town Council Meeting will be held on Monday 18 <sup>th</sup> May 2020  In an election year the Annual Meeting shall be held on or within 14 days following the day on which the councillors elected take office which is 11 <sup>th</sup> May
9.	To set a date for the Annual Town Meeting (has to be held between 1/3 and 1/6)  To discuss the format for the Annual Town Meeting and to consider holding it during the consultation period for Canon Park to showcase the consultation (1 <sup>st</sup> -22 <sup>nd</sup> March).
10.	To authorise the schedule of payments - the schedule will be made available at the meeting
11.	To consider three quotes for a Fire Safety Risk Assessment to be carried out (agreed in minutes 10.12.18) - see attached
12.	To consider a quote for further recommended repair work to the Town Hall roof - see attached (photos will be available at the meeting)
13.	To receive a reply from Gloucestershire Highways ref the pavements in the town - see attached
14.	Parish & Town Council Elections To note that all parish/town councils will have elections on Thursday 7 <sup>th</sup> May combined with the Police & Crime Commissioner for Gloucestershire

15.	<p>To receive a report from the Youth Club</p> <ul style="list-style-type: none"> <li>• Summary of activities in November &amp; December 2019</li> <li>• Summary of Annual Review meeting including a 6% increase for 2021/22 - verbal report from the Planning &amp; Finance Committee</li> </ul>
16.	<p>To receive thanks from the following organisations following the awarding of the grants/donations</p> <p>Berkeley Books, BEST, NBH, Football Club, Skylarks Choir, GWAAC</p>
17.	<p>To note GCC reply to the street light issue from the Town Hall to the car park in Marybrook Street - see attached</p>
18.	<p>To discuss the new email addresses for Councillors</p>
19.	<p>To note a complaint made regarding Berkeley Burial Committee - see attached report</p>
20.	<p>To consider setting up a Christmas Decorations Working Party or to make it part of the Terms of Reference of an already formed committee</p>
21.	<p>To consider recommendations from the Canon Park Development Committee - see attached draft minutes from 5<sup>th</sup> February 2020</p>
22.	<p>The Clerk will run through the current Action List - see attached</p>
23.	<p>To consider three quotes for a new litter/recycling bin for Park View Play Area - see attached</p>
24.	<p>Sharing Information</p> <p>Councillors will take this opportunity to share information</p>
25.	<p>Date of next meeting</p> <p>The next meeting of Berkeley Town Council, will be held on Monday 16<sup>th</sup> March 2020 at 7pm in the Town Hall, Berkeley.</p>