



*Berkeley Town Council Meeting held on
Monday 21st September 2020 at 7pm
Via Zoom*

*Local Authorities have been handed new powers
to hold meetings virtually by using video or telephone*

MINUTES

Present by Video link:

Councillor P Stevenson (Chairman)
Councillor P Hall*
Councillor G Harcourt*
Councillor D Howell
Councillor K Palmer
Councillor T Tucker
Mark Edwards (Member of the Canon Park Committee)
Jemma Grieve (SDC Youth Forum for the Canon Park item)
J Hopkins (Clerk)

*in attendance for part of the meeting

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| 1. | <p>Public Discussion</p> <p>Two members of the public were in attendance, along with Stroud District Cllr Gordon Craig and Gloucestershire County Cllr Brian Tipper, who shared information with us.</p> <ul style="list-style-type: none">• The Booster box scheme was discussed.• School Transport is proving financially difficult for some families as you can only buy an annual or term time ticket. The way forward may be to arrange a meeting with the key stakeholders. <p>The following was resolved:</p> <ul style="list-style-type: none">• To agree to join with our Member of Parliament, Siobhan Bailie, GCC and SDC Councillors to have a united voice to request an improved service for Broadband and mobile signals in Berkeley. <p>*Cllr Hall arrived.</p> |
| 2. | <p>Apologies and absence (all members, clerk and members of the public will be in attendance for the purposes of 'The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020' if they are in remote attendance). Councillor Somerset gave his apologies, Councillor Sealey was absent.</p> |
| 3. | <p>To receive declarations of interests and consider requests for dispensations Cllr Palmer declared an interest in item 5 as he is part of the football club.</p> |
| 4. | <p>To approve the minutes of the last meeting held on Monday 17th August 2020 via Zoom The minutes were adopted and it was agreed that they can be signed by the Chairman at a later date.</p> |

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| 5. | <p>Canon Park Development</p> <ul style="list-style-type: none"> • Draft Tender Document-Michael Carter from Sports and Play Consulting was in attendance and discussed the Main Tender Document-see attached. It was agreed that any comments from Councillors must be sent by email to the Clerk by 5th October. The final tender document will then be worked on by the Clerk and Project Manager. It was agreed to leave the spoil and turf at the site to save on costs. • It was resolved to increase the budget by £15,000 from contingencies, to ensure we have enough budget to get the FA standard 5x5 MUGA. Consideration was given to the saving we have made this year due to the withdraw of our Youth provider. • The power supply was discussed and it was agreed that the present supply at the Pavilion is inadequate. The chosen supplier will do their own survey to consider the power requirement for the flood lighting. • It was resolved that the Clerk sends the S106 Project Proposal form to Stroud District Council with the amended budget as above-see attached. • It was resolved that the CIL amounts of £2943.67 be spent on this project (must be spent on infrastructure). • It was resolved to accept the new quote from Cotswold Surfacing for the Tarmac area. • It was resolved to add David Howell as a member of the Canon Park Development Committee. |
| 6. | <p>To consider Planning Applications</p> <ul style="list-style-type: none"> • S.20/1570/FUL – Berkeley Castle, High Street – Full Planning Application – Relocate the Yurt structure to a new site (emailed as respond by date 2.9.20)-No comments • S.20/1643/TCA – 60 High Street, Berkeley – Trees in a Conservation Area – Lime (T1 on plan and photos): pollard to above previous pollard points-No comments • S.20/0897/HHOLD – 22 Canon Park, Berkeley – Householder Application – Two storey extension to side of house (extension until 22nd)-No comments • S.20/1786/FUL - The Old School House, Berkeley – Change of use to category Sui Generis: Commercial leisure accommodation-It was agreed to make the following comments: Berkeley Town Council would like it to be made clear to people using the holiday lets that they must use the car parking spaces available (10) and not park on the road leading down to the castle entrance. We would also like it made clear that noise must be kept to a minimum. • 2020/0505/EIAS –Land Parcel West of Worlds End Farm, Worldsend Lane, Clapton, Berkeley - request for a screening opinion for a proposed 49.99MW Solar PV Array-No comments • 19/0063/STMAJW GCC (District ref S.19/2098/CM)-Magnox Ltd, Berkeley Nuclear Power Station, Hamfield Lane, Berkeley- Retrospective installation of plant and structures required in connection with decommissioning and the Active Waste Vaults Retrieval Programme-Noted. |
| 7. | <p>To receive Planning Application Decisions</p> <p>The following decisions made by the Local Planning Authority were duly noted:</p> <ul style="list-style-type: none"> • S.20/1240/LBC – Mariners Arms - Listed Building Consent-Application Approved • S.20/1281/HHOLD – 4 Forest View Road – Application Permitted • S.20/1528/LBC – The Vicarage - Listed Building Consent, Church Lane - Application Approved |

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| 8. | <p>Consultation on changes to the current Planning System</p> <p>The following consultations were noted, and changes explained by SDC Cllr Gordon Craig. The Ministry of Housing, Communities and Local Government issued three consultations (see below) on reform of the planning system. The briefings from NALC have been sent by email as the first date falls before our meeting:</p> <ul style="list-style-type: none"> • <u>Changes to the current planning system</u> - NALC deadline for responses 17 September • <u>Planning for the future</u> - the planning white paper - NALC deadline for responses 15 October • <u>Transparency and competition: a call for evidence on data on land control</u> - NALC deadline for responses 16 October <p>Councillors will let the clerk know if they wish to respond.</p> |
| 9. | <p>To authorise the schedule of payments</p> <p>It was resolved to approve the schedule of payments and it was agreed that the online payments can be made.</p> |
| 10. | <p>To review the Finance Report (actuals/budget for 2020/21)</p> <p>The finance report was reviewed and noted.</p> |
| 11. | <p>To note the resignation of Cllr Ralph Pinnell</p> <p>The resignation was noted and a thank you is being put in the Berkeley Flyer. A budget was agreed for a long serving engraved gift.</p> |
| 12. | <p>To discuss the completed Risk Assessment for re-opening of the Town Hall and to consider three quotes for sanitising stations-see attached</p> <p>It was agreed to keep the Town Hall closed for now and to put it on the agenda for the October meeting. It was resolved to purchase the sanitising stations and quote number 2 'Christeyns Products' was agreed.</p> |
| 13. | <p>To resolve that the Bank reconciliation and uncashed payments list dated 1st -31st July 2020 be authorised and signed</p> <p>It was resolved that the Bank reconciliation and uncashed payments list be authorised and signed at a later date.</p> |
| 14. | <p>To note the internal Checklist report – see attached</p> <p>The internal checklist for the period 1st April to 30th June was noted.</p> |
| 15. | <p>To discuss a proposal for Sarah’s Field, regarding water supply, from Stroud Valleys Project – see attached</p> <p>It was resolved to allow up to £1000 for Stroud Valleys Project to fund a solar-powered pump for a water supply to fill the ponds. It was not agreed to fund a piped drinking water supply at this time.</p> |
| 16. | <p>To discuss the draft Tender document for Youth Club Provision-see attached</p> <p>The Clerk has held a meeting with the SDC Youth Forum Officers and discussions are underway to work with the young people of Berkeley to find a way forward, to provide a needs based youth facility. This agenda item will be moved to the November meeting when more information will be available.</p> |
| 17. | <p>To consider a new email provider and set up costs – see attached</p> <p>It was resolved to change the set up for the Council email addresses as attached.</p> |

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| 18. | <p>Review of Allotment Management and to discuss setting up a Working Party – see attached</p> <p>It was resolved to set up a Working Party to review to allotment rules and set up. Cllr Howell and Cllr Palmer agreed to be on the Working Party along with other stakeholders.</p> |
| 19. | <p>Re-opening High Streets Safely Update – see attached</p> <p>*Cllr Harcourt joined the meeting</p> <p>It was agreed to ask Cllr Somerset to not send the latest version of the plan to SDC, as some of the businesses in the Town are unhappy with the potential loss of parking spaces. This will be an agenda item for the October meeting.</p> |
| 20. | <p>To receive an update on Christmas Lights and Lanterns</p> <p>The Clerk discussed the quote for Christmas lights from Blanchere. The total cost for, LED stalactites on the Town Hall, Braids on 5 columns and Light stems to 2 trees, was £8836.50/annum. There will be extra costs on top of this to get the required infrastructure and timers in place on the lampposts. It was resolved not to go ahead.</p> <p>The Clerk showed the prototype lantern made by the Men’s Shed with LED battery operated lighting and the Council resolved to order 20 lanterns at £50/unit and to ask the Men’s Shed to make more in 2021 if there is further interest from residents.</p> <p>It was agreed that the Town Hall can be part of the ‘Berkeley Nativity/Advent Window Display’ this year, and that the tree will be ordered ready for the lights to be turned on by 1st December.</p> |
| 21. | <p>To discuss re-decoration of the toilets in the Town Hall after the Damp Proofing and plastering</p> <p>It was resolved that the Clerk can get quotes for re-decoration of all three toilets.</p> |
| 22. | <p>To discuss the responses from Edward Way residents</p> <p>Unfortunately, due to opposing responses from the current residents, it will not be possible to change the name to Edwards Way.</p> |
| 23. | <p>To note the resignation of the Chairman of the Stroud District Road Safety Group</p> <p>It was agreed that the Clerk will thank the Chairman for all his hard work and to confirm that we may be interested in purchasing one of the VAS.</p> |
| 24. | <p>Sharing Information</p> <p>Councillors took this opportunity to share information</p> |
| 25. | <p>Date of next meeting</p> <p>The next meeting will be held on Monday 19th October.</p> |