



**BERKELEY TOWN COUNCIL**  
DRYHTENHOLDA BEORCLEAH

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

**Berkeley Town Council  
Meeting held Monday 21<sup>st</sup> March 2016 in the  
Town Hall, Berkeley at  
7.30 p.m.**

Present	Councillor	Minutes	Chairman
		M Studden	
		G Fryer	
		J Stanton	
		L Ashton	
		R Pinnell	
		F Brown	
		K Palmer	
		T Tucker	

Clerk D Spiers

**Public Discussion**

Stroud District Councillor Liz Ashton shared information with members about the following subjects  
CIRS application for Sarah's Field, housing forum meeting, planning and right to buy, Berkeley hospital site, waste & recycling workshop at Berkeley Vale Park and road safety partnership meeting

1.	Apologies and absence  Councillor Watts gave her apologies
2.	Declarations of Interest  There were no declarations of interest from Councillors relating to any items on the agenda
3.	Minutes of the last meeting  The minutes of the meeting held on Monday 15 <sup>th</sup> February 2016 were agreed by a majority vote and signed by the Chairman
4.	Minutes of Committee Meetings  It was duly noted that members have received copies of the minutes of the following committee meetings held during the month of February 2016  Planning Committee 9 <sup>th</sup> February 2016 Finance Committee 9 <sup>th</sup> February 2016
5.	Clerk - Discharge of Functions Report  The discharge of functions report for the period 1 <sup>st</sup> January to 31 <sup>st</sup> March 2016 was duly noted - see attached
6.	Schedule of Payments  The schedule of payments was duly approved - see attached

7.	<p>Recycling Bins - Alternative Sites</p> <p>At the last meeting the Clerk was instructed to contact Stroud District Council to ask if the recycling bins could be moved to another location in Berkeley in order to free up parking spaces. SDC are carrying out a review and will let us know the outcome.</p> <p>It was agreed to suggest to SDC that there is an area in the car park off School Lane that would be suitable for the recycling bins and would therefore free up car parking spaces in Marybrook Street</p>
8.	<p>Berkeley Town Council Website</p> <p>Stroud District Council has been hosting our website free of charge for the last few years They will be withdrawing this service by the end of December 2016 and have suggested that we look for an alternative solution. Berkeley Town Council has not allocated any funds in the budget for the website in financial year 2016/17.</p> <p>The Clerk was instructed to invite a member of the IT team from SDC to come and talk to the council about what we may need in the future for a fully interactive website with social media capabilities</p> <p>The council decided not to set a website budget at this time</p>
9.	<p>Streetscape Budget</p> <p>It was noted that the planters project cost will include vat</p> <p>It was agreed to transfer £ 5,000.00 from contingency to the street furniture budget in 2015/16 which can be carried forward to 2016/17</p>
10.	<p>Housing Report for Berkeley</p> <p>The council agreed, by a majority vote, not to carry out a Housing Report at a cost of £ 500.</p> <p>The council agreed, by a majority vote, not to create a budget for the Housing Policy Project</p>
11.	<p>Cleaning Contract</p> <p>We have received notification from Clean Shield Professional Ltd that due to recent changes in legislation (living wage, SSP and pension provision etc) the cost of employing staff has increased significantly.</p> <p>It was duly noted that with effect from 1<sup>st</sup> April 2016 the cost of the cleaning contract with Clean Shield Professional Ltd for the town hall and the pavilion will increase by 4%</p> <p>The Clerk was instructed to write the specification for the contract and to advertise it locally to attract small and large businesses/self employed cleaners to quote for it</p>
12.	<p>Berkeley Castle 60<sup>th</sup> Anniversary</p> <p>It was agreed to hold a shop window display competition to coincide with the 60<sup>th</sup> anniversary of the opening to the public of Berkeley Castle</p> <p>It was agreed to offer as prizes a £30 family pass to Berkeley Castle and a £30 voucher for lunch in the Yurt tearoom (both supplied by the Castle)</p> <p>It was agreed that Mayor Studden can act as one of the judges for the competition</p> <p>It was agreed that Councillors Ashton, Stanton and Studden will be responsible for administering the competition</p>

13.	<p>BTC Annual Report</p> <p>It was agreed to publish the 2015/16 Annual Report for Berkeley Town Council - see attached</p> <p>It was duly noted that the Clerk will make the report available at the Annual Town Meeting in April along with the unaudited accounts of the council for 2015/16</p>
14.	<p>Footpath Jumpers Lane</p> <p>It was brought to the Clerks attention that a sign had been erected to close a footpath citing that it had been done following advice from Berkeley Town Council. A letter was sent to the resident asking them to remove all reference to Berkeley Town Council because the council has not discussed this matter and has not issued any such advice.</p> <p>It was duly noted that Councillor Ashton has apologised to the resident for any misunderstanding that may have occurred.</p> <p>It was duly noted that Chairman Studden informed the council that he will also write a letter of apology to the resident</p>
15.	<p>Chairman and Councillors Reports</p> <p>The Chairman and Councillors reported on meetings they have attended and shared information with other members of the council</p>
16.	<p>Town Centre Redevelopment proposal: update</p> <p>It was agreed to explore, investigate and follow up on the following points</p> <p>(a) Acknowledging and further exploring the potential offer of support from Stroud District Council;</p> <p>(b) Establishing formal links with Stroud District Council and Gloucestershire County Council through a concordat based on the Stroud Model;</p> <p>(c) Exploring the possibility of assisting in the setting up of a Berkeley Chamber of Commerce/ Trade/ Business Forum;</p> <p>(d) Organising similar meetings with the Chief Executive of Gloucestershire County Council and Neil Carmichael MP to explore the possibility of support and assistance to deliver any agreed scheme; and</p> <p>(e) Setting up a Town Centre Redevelopment Committee with agreed terms of reference.</p>
17.	<p>Next Meeting.</p> <p>The date of the next meeting is on Monday 18<sup>th</sup> April at 7.30 p.m. in the Town Hall, Berkeley.</p>