



**BERKELEY TOWN COUNCIL**  
DRYHTENHOLDA BEORCLEAH

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

**Berkeley Town Council  
Meeting held 20<sup>th</sup> June 2016 in the  
Town Hall, Berkeley at  
7.30 p.m.**

**Minutes**

Present                                Councillor       Liz Ashton       Chairman  
    Tony Tucker  
    Gordon Harcourt  
    Frazer Brown  
    Ralph Pinnell  
    Keith Palmer  
    Philip Stevenson

Clerk D Spiers

**Public Discussion**

The council heard from Mrs Penelope Cauz (item 5) Mrs Jean Stanton (item 6), Mrs Barbara Gibbons (item 6) and Stroud District Councillor Gordon Craig reported on various matters of interest to Berkeley Town Council

1.	Apologies and absence  There were no apologies or absences
2.	Declaration of Interest  There were no declarations of interest from Councillors relating to any items on the agenda
3.	Minutes of the last meeting  It was agreed that the minutes of the Annual Town Council meeting held on Monday 16 <sup>th</sup> May 2016 are a true record of the meeting and can be signed by the Chairman
4.	Schedule of Payments  The list of payments that was provided at the meeting was duly approved and it was agreed that the cheques can be signed - see attached
5.	Planning Application  It was agreed that the council will respond to the following planning application  S.16/1186/FUL - Berkeley Hospital, Marybrook Street, Berkeley - Full Planning permission for conversion of former hospital building to provide 8 apartments and demolition of buildings and redevelopment of site to provide 12 new dwellings. (Resubmission of S.15/1254/FUL)  It was agreed comments will be submitted to Stroud District Council to include the following:-  a) the council regrets the loss of employment land b) concerned there is no 106 benefit to the community

	<p>c) concern that numbers 9-12 will overlook the only private outside space enjoyed by residents of Trevisa Crescent</p> <p>d) there is no consideration of the proximity of the road to No 16 Marybrook Street</p> <p>e) the location of the refuse area is unsuitable and should be on the same side of the road as the dwellings</p> <p>f) concern that the Health Centre is going to lose the disabled parking bays</p>
6.	<p>Planning Appeal for Land to the East of Berkeley - APP/C1625/W/15/3133335</p> <p>It was agreed, by a majority vote, that the Chairman Liz Ashton will attend the Public Inquiry into the Planning Appeal - APP/C1625/W/15/3133335</p> <p>It was agreed, by a majority vote, that a new statement will be composed and will be put before the council at the July meeting for approval</p>
7.	<p>Cemetery Lodge Garden</p> <p>It was agreed, by a majority vote, that the Chairman Liz Ashton will speak to Stroud District Council Planning Department to ask if the site could be used for development.</p> <p>It was agreed that the contributing parishes to the Berkeley Burial Committee will be informed that these discussions are taking place and that the council will consult with the committee if there is a possibility that development can take place on the land.</p> <p style="text-align: right;"><i>Local Government Act 1972 s. 124, 126 and 127</i></p>
8.	<p>Pension Scheme</p> <p>It was duly noted that, in order to comply with new legislation for automatic enrolment in to a pension scheme for all staff, our current pension provider (Gloucestershire Local Government Pension Scheme) can accept automatic enrolment.</p> <p>It was duly noted that of the two staff members currently employed by the council, one is already in the pension scheme. The other is past retirement age and is therefore no longer eligible to enter a pension scheme.</p> <p style="text-align: right;"><i>Local Government Act 1972 s. 112</i></p>
9.	<p>Park View Play Area Lease</p> <p>Our solicitor has received, from the Land Registry, the documents showing the completed registration of the 2015 Play Area Lease. It is registered title number GR398262.</p> <p>It was agreed to instruct Hancox Solicitors Ltd to remove the 2002 lease from the Land Registry Title for Park View Play Area at a cost of £ 200.00 + vat and the Land Registry Fee of £ 40.00</p> <p style="text-align: right;"><i>Local Government Act 1972 Schedule 14 paragraph 27</i></p>
10.	<p>Waste Management</p> <p>The company that used to deal with our trade waste has ceased to operate in this area.</p> <p>It was duly noted that a new contract has been set up with Smith's (Gloucester) Ltd to have the waste collected from the Pavilion and the Town Hall at a cost of £ 1.95 per sack plus an annual duty of care charge to comply with the Environment Agency at a cost of £40.00 per site</p> <p style="text-align: right;"><i>Public Health Act 1875, s. 164</i></p>

<p>11.</p>	<p><u>Pavilion Project</u></p> <p>It was duly noted that the extra work needed in order for the project to be completed on time has been organised and agreed to under the Clerk's delegated authority</p> <ul style="list-style-type: none"> <li>a) replace very large radiator in the bar room with a much smaller one - cost to be advised)</li> <li>b) provide doors with vision panels (not specified on drawing) to the door at the end of the corridor and the door to the new kitchen - approximately £40 each extra</li> <li>c) to supply and fit flashing for sloping roof extractor fan (drawings specified for a flat roof) at a cost of £240.00</li> <li>d) when the building was cleared, before work commenced, there were a lot of items that needed to be disposed of, therefore, a skip was ordered at a cost of £250.00 + vat</li> <li>e) remove and replace defective flooring in the kitchen and bar area at a cost of £434.00 + vat</li> </ul> <p style="text-align: right;"><i>Local Government Act 1972 s. 133</i></p> <p><u>Pavilion Gutters and Downpipes</u></p> <p>The downpipes at the pavilion are damaged due to vandalism and need to be replaced.</p> <p>In order to take advantage of the building contractor currently on site the Clerk negotiated a price and gave instruction, under her delegated authority for the maintenance of the pavilion, for the following.</p> <p>The work to remove the gutter, clean fascia boards and re-fix gutter at a cost of £ 485.00 and to supply and fit vandal proof downpipes and gauzes to hoppers at a cost of £ 990.00 was duly noted</p> <p>The cost of work to gutters and downpipes of £ 1475.00 + vat was duly approved</p> <p>The council decided not to use £500 from the vandalism budget as part payment of this work</p> <p>It was agreed to pay £1475.00 + vat cost of making good the gutters and down pipes from the Pavilion Internal Alterations Project budget</p> <p style="text-align: right;"><i>Local Government Act 1972 s. 133</i></p> <p><u>Pavilion Step and External Gas Pipe</u></p> <p>The council agreed on the 15<sup>th</sup> February 2016 to install a step, grab rail and door fixing to the exterior store cupboard at the Pavilion.</p> <p>It was duly noted that in order to take advantage of the building contractor currently on site the Clerk negotiated a price and gave instruction, under her delegated authority, to supply and fit clips to exterior copper pipes; fit hand rail plus form a new step at a cost of £775.00 + vat</p> <p>The cost of creating a step and supplying and installing the grab rail and pipe fixings in the amount of £ 775.00 + vat was duly approved</p> <p style="text-align: right;"><i>Local Government Act 1972 section 133</i></p>
<p>12.</p>	<p>Town Centre Improvements</p> <p>It was agreed that the council will defer the Town Centre Improvement Scheme until such time as funding for the scheme is available</p> <p>It was agreed that the council will invite Andrew Middlecote from Highways to come to our meeting in August to discuss improvements to the road markings and parking signage.</p>

13.	<p>Community Heartbeat Trust - Defibrillator for Berkeley</p> <p>It was agreed to make a donation of £ 1000.00 to the Community Heartbeat Trust who will in turn, along with donations from other organisations, provide a defibrillator outside the Co-op in Salter Street, Berkeley.</p> <p>The Clerk was instructed to invite Mr Stanton to a meeting to discuss the long term maintenance of the defibrillator.</p> <p style="text-align: right;"><i>Local Government Act 1972 s. 137</i></p>
14.	<p>Town Hall and Pavilion - Solar Panels</p> <p>It has been estimated that to provide photovoltaic cells on the roofs of the Town Hall and Pavilion would cost in the region of £10,000.00 per building</p> <p>It was decided not to commit £20,000.00 in the budget for 2017/18 until we have more information about the solar panels project.</p> <p>The Clerk was instructed to carry out more research and bring the findings to the council later in the year</p> <p style="text-align: right;"><i>Local Government Act 1972 section 133</i></p>
15.	<p>Play Equipment</p> <p><u><i>Canon Park Recreation Facility and Park View Play Area</i></u></p> <p>An inspection of the Play Equipment has been carried out by ROSPA (The Royal Society for the Prevention of Accidents)</p> <p>It was duly noted that the overall risk level of the play areas is medium and that no remedial work is necessary to the equipment or the safety surface.</p> <p>The Clerk was instructed to obtain three quotes to repair the fencing at Park View Play Area and Canon Park Recreational Facility.</p> <p>It was agreed that the other issues raised in the ROSPA report will be addressed as a part of the Play Equipment Project</p> <p style="text-align: right;"><i>Local Government (Miscellaneous Provisions) Act 1976. s. 19</i></p>
16.	<p>Youth Forum - meeting with members of the council</p> <p>It was agreed that Chairman Liz Ashton and Councillor Tony Tucker will attend the meeting with the Youth Forum on Wednesday 14<sup>th</sup> September 2016</p>
17.	<p>2016-2018 National Salary Award</p> <p>NALC and SLCC have negotiated a National Salary Award - see attached information</p> <p>It was agreed to implement the new pay scales for 2016/17 backdated to 1<sup>st</sup> April 2016</p> <p>It was agreed to implement the new pay scales for 2017/18 from 1<sup>st</sup> April 2017</p> <p style="text-align: right;"><i>Local Government Act 1972 s. 112</i></p>

18.	<p>Maces - Berkeley Castle</p> <p>The trustees of the castle have the following concerns about providing a temporary home for the maces while a consultation is carried out as to their long term future</p> <ul style="list-style-type: none"> <li>a. they do not own secure display cases therefore display in the short term may be impossible</li> <li>b. if there is a possibility of a longer term arrangement consideration could be given to the cost of secure display space</li> <li>c. they suggest it would be better to carry out the consultation before the mace are moved to the castle</li> </ul> <p>It was agreed that Chairman Liz Ashton will contact the Stroud and Gloucester Museums to enquire if they would be willing to hold the maces while the consultation takes place. It was felt that they might already have suitable display cases in stock negating the need for the castle or the council to incur the expense of purchasing a new one.</p>
19.	<p>Play Equipment for Park View Play Area</p> <p>The council did not indicate what type of equipment could be installed at Park View Play Area in order that three competitive quotes can be obtained for 2017/18.</p> <p>It was agreed to invite people to attend a consultation about play equipment on Monday 18<sup>th</sup> July 2016 at the Pavilion from 6.30 pm to 7.30 pm</p> <p>The matter of applying for grants for the play equipment project was deferred until after the consultation</p> <p style="text-align: right;"><i>Local Government (Miscellaneous Provisions) Act 1976, s.19</i></p>
20.	<p>Berkeley Festival</p> <p>This matter was deferred until next month</p>
21.	<p>Sarah's Field Committee Meeting</p> <p>The date for the next Sarah's Field Committee meeting is Monday 27<sup>th</sup> June 2016 in the Town Hall at 6.30 p.m.</p>
22.	<p>Christmas Decorations in the Town</p> <p>It was agreed that the tree on the green in Salter Street will be decorated with lights.</p> <p>It was agreed that a tree will be placed between the Pharmacy and the old bank building in the Market Place instead of next to the Town Hall</p> <p>The Clerk was instructed to ask the Pharmacy if they would be willing to provide the electric connection to power the lights.</p> <p>It was agreed to use £ 1000 from the streetscape budget to provide Christmas decorations for 2016</p> <p>It was agreed to ask the planning and finance committee to make allowance in the budget for £ 1000 per year for the next four years to increase and improve the amount of Christmas decorations in the town</p>

23.	Planters in the Market Place  It was agreed to install some low cost barrier planters for the rest of the summer in order to guage the impact on pedestrians and from traffic
24.	Sharing Information  Information was shared
25.	Date of next meeting  Monday 18 <sup>th</sup> July 2016 at 7.30 p.m. in the Pavilion, Canon Park Recreation Facility, Berkeley