



**BERKELEY TOWN COUNCIL**  
DRYHTENHOLDA BEORCLEAH

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

**Berkeley Town Council  
Meeting held Monday 18<sup>th</sup> July 2016 in the  
Pavilion, Canon Park, Berkeley at  
7.30 p.m.**

Present	Councillor	L Ashton F Brown K Palmer P Stevenson R Pinnell T Tucker G Harcourt	Chairman
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Clerk D Spiers

**Public Discussion**

Mrs Hosier spoke about item 5 on the agenda. Mrs Gibbons spoke about item 5 on the agenda and Mrs Stanton spoke about item 6.

Stroud District Councillor Craig shared information with the council

1.	Apologies and absence  There were no apologies or absences
2.	Declarations of Interest  Councillor Pinnell declared an interest in items 5 & 6. Councillor Pinnell did not take part in the debate and did not vote  Councillor Brown declared an interest in item 8 application ref: S.16/1356/HHOLD & S.16/1357/LBC. Councillor Brown did not take part in the debate and did not vote
3.	Minutes of the last meeting  The minutes of the Council meeting held on Monday 20 <sup>th</sup> June 2016 were taken as read and it was agreed that they should be signed by the Chairman
4.	Schedule of Payments  The list of payments was duly approved and it was agreed that the cheques should be signed - see attached

<p>5.</p>	<p>Planning Appeal for Land to the East of Berkeley - APP/C1625/W/15/3133335</p> <p>It was agreed that the following list of points that will be raised at the Public Inquiry by Chairman Liz Ashton</p> <p>Concern that the exit on to the bypass is dangerous especially the right turn - suggest that a roundabout is installed;  We are about to lose more bus services because we are too small we need to grow in order to retain all of our public services;  Affordable houses must be included and should be dotted throughout the site not all in one place;  Long term maintenance of the swales and conservation area has to be clarified and in more detail.</p> <p>It was agreed that the application has the full support of the council.</p> <p style="text-align: right;"><i>Town and Country Planning Act 1990, s.1, para 8</i></p>
<p>6.</p>	<p>Code of Conduct Complaint - Notice of Decision</p> <p>Stroud District Council Standards Panel met to consider a complaint dated 21<sup>st</sup> November 2015 made by Councillor Frazer Brown (Berkeley Town Council) alleging a breach of the Code of Conduct applying to Berkeley Town Council by two members of this Council namely Councillor Ralph Pinnell and Councillor John Stanton.</p> <p>The Panel concluded that Councillor Pinnell did have a personal interest in the matter and in accordance with paragraph 4.5 of the Code of Conduct applicable at the time he should have declared an interest at the meeting of the Town Council on the 16<sup>th</sup> November 2015 and taken no part in the debate or vote on the matter. To that extent Councillor Pinnell did commit a breach of the Code of Conduct.</p> <p>The Panel concluded that Councillor Stanton did have a personal interest in the matter and in accordance with paragraph 4.5 of the Code of Conduct applicable at the time he should have declared an interest at the meeting of the Town Council on the 16<sup>th</sup> November 2015 and taken no part in the debate or vote on the matter. To that extent Councillor Stanton did commit a breach of the Code of Conduct.</p> <p><u>Sanctions</u></p> <p>The Panel noted that Councillor Stanton was no longer a member of Berkeley Town Council and in consequence they were not in a position to apply any sanction to him.</p> <p>In view of the circumstances the Panel decided:</p> <ol style="list-style-type: none"> <li>1. to recommend to the Berkeley Town Council that it take the following actions: <ol style="list-style-type: none"> <li>(i) it reviews its procedures for ensuring that members of the Council are made aware of the requirements and application of its current Code of Conduct</li> <li>(ii) All members of the Council and the Town Clerk undertake (at the Town Council's expense) detailed training on its Code of Conduct (to include best practice in respect of (i) above) such training to first be approved by the Monitoring Officer and to be undertaken within 3 months of notification of this decision</li> </ol> </li> <li>2. In view of recommendation 1(i) no specific sanction be applied to Councillor Pinnell subject to him attending all training approved and undertaken pursuant to that recommendation.</li> <li>3. The panel's consideration of and decisions on this complaint be published on the District Council's website with immediate effect and in due course the actions of the Town Council in response to the Panel's Recommendations be likewise published.</li> </ol>

	<p>It was duly noted that the council can take no further action with Mr Stanton as he is no longer a member of the council.</p> <p>The Clerk was instructed to write to the Monitoring Officer making the following points:</p> <p>All of the current members (Councillor Pinnell did not take part) fully understand the Code of Conduct. The Clerk fully understands the Code of Conduct. At the time of the breach the Clerks advice was ignored Councillor Pinnell (who has been found to be in breach of the Code of Conduct) should be the only person sanctioned not the rest of the members or the Clerk.</p> <p>It was agreed that all current members, with the exception of Councillor Pinnell, will not undertake training in the Code of Conduct</p> <p>It was agreed that the Clerk will not undertake training in the Code of Conduct</p> <p style="text-align: right;"><i>Localism Act 2011, s 34</i></p>
7.	<p><b>Planning and Finance Committee Members</b></p> <p>It was agreed that Councillor Stevenson will become a member of the Planning and Finance Committee</p> <p>It was agreed to change the start time of the Planning and Finance committee meeting to 7.30p.m.</p> <p>It was agreed that Councillor Tucker will be the standby member in the event of a lack of a quorum and will be sent the agenda. Councillor Tucker will not need to heed the summons unless he is notified of a lack of quorum.</p> <p>It was agreed that Chairman Ashton will be sent the agenda as ex-officio member of the committee in order that she can also be called on in the event there is a lack of a quorum</p> <p style="text-align: right;"><i>Local Government Act, 1972 s. 101</i></p>
8.	<p><b>Planning Application - New</b></p> <p>It was agreed to make the following responses to the planning applications</p> <p>S.16/1391/FUL - Berkeley Castle, High Street - Full Planning Permission for construction of lean-to style brick toilet block with slate tiled roof</p> <p>S.16/1392/LBC - Berkeley Castle, High Street - Listed Building Consent for construction of lean-to style brick toilet block under slate tiled roof</p> <p>S.16/1391/LBC and S.16/1392/HHOLD - Comment - we refer to the comments made by the conservation officer and ask you to note that we agree with them</p> <p>It was agreed to support both the applications for Stock House, Stock Lane</p> <p>S.16/1356/HHOLD - Stock House, Stock Lane - Householder Application for demolition of outhouse and stables, to be replaced with an extension for residential use and a replacement shed - SUPPORT</p> <p>S.16/1357/LBC - Stock House, Stock Lane - Listed Building Consent for demolition of outhouse and stables, to be replaced with an extension for residential use and a replacement shed - SUPPORT</p> <p style="text-align: right;"><i>Town and Country Planning Act 1990, s. 1, para 8</i></p>

9.	<p>Donations Policy and Budget</p> <p>The Council reviewed the decision made by the outgoing council on the 18<sup>th</sup> April 2016 to allocate £ 1000.00 from Contingency to Berkeley Books.</p> <p>The decision to make a donation of £1000.00 from contingency to Berkeley Books was revoked</p> <p>It was duly noted that the Donations Policy is to collect all requests for donations together and consider them at the January meeting.</p> <p>It was duly noted that there is currently a nil total in the Donations Budget</p>
10.	<p>Berkeley Town Council - Charging Policy</p> <p>(To consider adding sports teams to the policy to receive discounts on their lettings.) - This item was missed in error and will be added to the next meetings agenda</p> <p>The charge of £ 130.00 per month for the exclusive use of the bar/kitchen/meeting room was duly revoked</p> <p>It was agreed that the charge for the exclusive use of the new bar room will be £ 120.00 per month</p>
11.	<p>Pavilion Wi-Fi and the Football Club</p> <p>It was duly noted that the Clerk, under her delegated authority, has given the football club permission to install a phone line at the pavilion. There will be no phone but there will be Sky Cloud Wi-Fi which will enable the club to show live football games as a part of their fundraising strategy. The football club have very kindly agreed that other users of the pavilion including the youth club will be able to have access to the Wi-Fi.</p> <p>The Clerk was instructed to thank the football club for their generosity in allowing other hirers to use the Wi-Fi</p> <p style="text-align: right;"><i>Local Government Act 1972 section 133</i></p>
12.	<p>Pavilion Internal Alterations Project</p> <p>Window repairs</p> <p>It was duly noted that the Clerk, under her delegated authority, has instructed Severn View Glazing to make repairs to some of the windows at the Pavilion at a cost of £ 170.00 + vat</p> <p>It was duly noted that the cost of repairing the windows will come from the Pavilion Internal Alterations Budget</p> <p style="text-align: right;"><i>Local Government Act 1972 section 133</i></p>
13.	<p>Bin for Station Road Bus Shelter</p> <p>It was agreed that Broxap will be instructed to supply the Athena waste/recycling bin at a cost of £ 471.95 + vat</p> <p>It was duly noted that the cost of providing and installing the bin will come from the Town Enhancement Budget which currently stands at £8,700.00.</p> <p style="text-align: right;"><i>Litter Act 1983, ss.5,6</i></p>

14.	<p data-bbox="300 197 403 226">Website</p> <p data-bbox="300 255 1378 315">It was agreed to instruct Vision ICT to set up the new website at a cost of £ 650 + vat in the first year with £ 200 + vat per annum ongoing maintenance costs</p> <p data-bbox="300 344 1321 405">It was agreed to create a budget for the website by transferring £650.00 from the town enhancement budget.</p> <p data-bbox="1054 405 1390 427"><i>Local Government Act 1972, s. 142</i></p>
15.	<p data-bbox="300 459 539 488">Sharing Information</p> <p data-bbox="300 517 584 546">Information was shared</p>
16.	<p data-bbox="300 577 552 607">Date of next meeting</p> <p data-bbox="300 636 1075 665">Monday 15<sup>th</sup> August 2016 at 7.30 p.m. in the Town Hall, Berkeley</p>