



PLEASE ADDRESS ALL CORRESPONDENCE TO:
THE TOWN CLERK

Berkeley Town Council
Meeting held
Monday 19th September 2016 in the
Town Hall, Berkeley at
7.30 p.m.

Minutes

Present	Councillor	L Ashton P Hall G Harcourt R Pinnell K Palmer T Tucker P Stevenson	Chairman
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Clerk D Spiers (Locum L Yeomans)

Public Discussion

Mr Glastonbury attended and asked about a letter residents had received in relation to Berkeley along High St, due to filming in the castle. The letter mentions that the 'Council' had given permission. Berkeley TC has not given permission. The area has been coned off.

Cllr Ashton mentioned that the Clerk is off sick. Liz has contacted GAPTC for advice, and they can use a locum from Painswick. Liz has asked another Clerk from a neighbouring parish who is happy to fill in on the everyday items. Locum Clerk mentioned that a Staffing Meeting will need to be arranged to discuss terms etc.

1.	<p>Apologies and absence</p> <p>Councillor Brown had given his apologies due to annual leave</p> <p>The council accepted the apologies given by Councillor Brown</p> <p>No-one was absent</p> <p style="text-align: right;"><i>Local Government Act 1972 s.85</i></p>
2.	<p>Declarations of Interest</p> <p>There were no declarations of interests from Councillors relating to any items on the agenda</p> <p style="text-align: right;"><i>Localism Act 2011 s.27</i></p>
3.	<p>Minutes of the last meeting</p> <p>The minutes of the meeting held on Monday 16th August 2016 were amended, Cllr Harcourt asked for it to be noted that he abstained from the vote in item 5, then they were confirmed as a true record and it was agreed that they should be signed by the Chairman - majority vote</p> <p style="text-align: right;"><i>Local Government Act 1972</i></p>
4.	<p>Schedule of payments</p> <p>The Schedule of Payments was duly approved and it was agreed that the payments could be signed - see attached. All Agreed for £25.00 to be taken from Petty cash for flowers/gift for the Clerk.</p> <p style="text-align: right;"><i>Financial regulation 5.2</i></p>

5.	<p>Berkeley Burial Committee</p> <p>All agreed for Cllr Ashton to attend as a representative for Berkeley Town Council in an emergency.</p> <p style="text-align: right;"><i>LGA1972 s.101</i></p>
6.	<p>Matters Pending</p> <p>Cllrs noted the matters pending.</p> <p>Maces - It was agreed for the Clerk to contact banks to see if they can store the maces until a museum or similar is found to display them</p>
7.	<p>Potential South of Stroud Water management Forum-</p> <p>It was agreed that Cllr Ashton will attend this Forum.</p>
8.	<p>Berkeley 20m.p.h Zone</p> <p>After a lengthy discussion, Cllr Palmer proposed that Berkeley TC go forward with the 20 mph zone between all four bridges. Cllr Stevenson seconds this. A vote was taken, four for this proposal, two against and Cllr Harcourt abstained. Cllr Harcourt is producing a plan which will include parking and speeding. A meeting will be arranged with Andrew Middlecote from Highways, this will be arranged for a Friday.</p>
9.	<p>GAPTC- survey on local engagement with planning authorities.</p> <p>Cllrs agreed that more information should be sent to Parish & Town Councils. Not enough information is received regarding the local plan, and also larger developments in neighbouring parishes should be received. Closing date for comments 21st September. Cllr Ashton to contact GAPTC with the comments.</p> <p style="text-align: right;"><i>Town & Country Planning Act 1990s.1 para 8</i></p>
10.	<p>Town Hall and Pavilion Cleaning Contract</p> <p>All councillors noted that the cleaning schedule for the town hall remains the same at a cost of £183.92 + Vat.</p> <p>It was noted by all that Clean Shield professional Ltd have been re-appointed to carry out the cleaning schedule at the pavilion.</p> <p>It was noted by all that it will cost £220.00+vat for the new cleaning schedule at the pavilion</p> <p>To note that the cleaning of the Town hall meeting room and Fire place be added to the Finance & Planning agenda for discussion in October 2016</p> <p style="text-align: right;"><i>LGA 1972 s.133</i></p>
11.	<p>Citizens Advice Bureau- request for funding 2017/18</p> <p>Cllr Palmer proposed that Berkeley TC contribute £1,689.00 to Stroud Citizens Advice Bureau. Cllr Harcourt 2nd this, All in favour. Carried</p> <p style="text-align: right;"><i>Local Government Act 1972, s.142. (2A)</i></p>
12.	<p>Armistice Day Rockets</p> <p>It was duly noted that Berkeley TC will be unable to purchase and set off Armistice rockets in 2016. This is due to a change in legislation.</p>
13.	<p>Remembrance Sunday Wreath</p> <p>Cllr Stevenson proposed that we contribute £75.00 to the Royal British legion. Cllr Harcourt 2nd this. All agreed.</p> <p>All agreed to transfer funds from contingency budget to donations budget</p> <p style="text-align: right;"><i>Local Government Act 1972, s.137</i></p>

14.	<p>Spring Bulbs-</p> <p>Cllr Brown proposes to purchase 6-8 bags of spring bulbs so they can be planted in and around the town in the green spaces.</p> <p>All agreed for Cllr Harcourt to acquire a price from the wholesalers and to ask Cllr Brown what the sizes of the bags are and bring cost back to Finance committee. All agreed for the funds to be taken out of the Town Enhancement Budget</p> <p style="text-align: right;"><i>Highways Act 1980 s.96</i></p>
15.	<p>Christmas decorations -</p> <p>Councillor Brown proposes the Council purchases the following for Christmas Decorations in the town for 2016;</p> <p>Christmas Tree for the Market Place Lights to decorate the tree on the green in Salter Street Installing an outside electric socket on a house in Salter Street to be used for the Christmas Lights Cable covers for Salter Street</p> <p>Councillor Brown proposes to organise volunteers to do the work required to set up the Christmas decorations in the town once the Council purchases the necessary equipment. There is £1000.00 in the budget which will cover the cost of the new installations.</p> <p>Cllr Stevenson 2nd this proposal, All agreed.</p> <p style="text-align: right;"><i>Local Government Act 1972, s. 137</i></p>
16.	<p>Market Place Barrier Baskets</p> <p>All agreed to defer until Octobers Full Council meeting.</p> <p style="text-align: right;"><i>Highways Act 1980, s.96</i></p>
17.	<p>Pavilion Kitchen Window</p> <p>The football club have found that the new kitchen gets very warm when they are catering for their visitors. At the moment there is only small opening on the kitchen window which is providing inadequate ventilation.</p> <p>It was agreed for Cllr Ashton to approach Aldridge's and ask about the window and also ask why a smoke alarm is erected above the cooker.</p>
18.	<p>Sharing Information</p> <p>At this point in the members shared information relevant to the town of Berkeley</p>
19.	<p>Date of next meeting</p> <p>Monday 17th October 2016 at 7.30 p.m. in the Town Hall, Berkeley</p>