



Planning and Finance Committee Meeting on
Tuesday 12th January 2021 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 Q Somerset (Chairman)
Councillor P Hall
Councillor P Stevenson
J Hopkins (Clerk)

1.	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) Councillors Harcourt and Palmer gave their apologies.
2.	To receive declarations of interests and consider requests for dispensations There were none.
3.	To note and review the Terms of Reference for Planning and Finance Committee There was a discussion and the following changes were resolved : <ul style="list-style-type: none">• Change item 1 to say 'keep under review the staff budget'• Change item 3 to say 'revise policies for internal financial control'• Item 10 – it was decided to look into a draft 'Planning Policy' and review our planning application comments process. The Clerk will send out some draft policies and the form from SDC regarding material and non-material considerations.
4.	To consider Planning Applications <ul style="list-style-type: none">• S.20/2639/TCA-Berkeley Castle-Trees in a conservation area-see application-Noted, no comments.
5.	To receive Planning Application decisions The following decisions, made by the Local Planning Authority, were duly noted: <ul style="list-style-type: none">• S.20/2156/FUL – 15a Salter Street – Permitted

	<ul style="list-style-type: none"> • S.20/2404/TCA – 9 High Street – Permitted • S.20/2307/HHOLD – 7 Howmead – Permitted • S.20/2250/TCA – 5 Salter Street – Permitted • S.20/2338/HHOLD – 26 Lynch Road - Permitted
6.	<p>To authorise the schedule of payments due</p> <p>It was resolved to approve the schedule of payments and it was agreed that the online payments can be made.</p>
7.	<p>To review the Finance Report (actuals/budget for 2020/21)</p> <p>The finance report was reviewed and noted. It was agreed that any comments to support the figures be presented in a document format.</p>
8.	<p>To review and agree the Budget and Precept for 2021/22 – as attached, and to recommend for approval at the January Full Council meeting</p> <p>It was resolved to make the following changes to the budget and precept proposal for 2021/22:</p> <ul style="list-style-type: none"> • Youth Club-Original proposal £13,000, new proposal £12,500. <p>It was resolved to recommend the 2021/22 budget for approval by Full Council.</p> <p>It was resolved to recommend to Full Council that the precept demand for 2021/22 will be £126,535.</p> <p>It was agreed to ask the Groundsman to start work on a maintenance plan for the Town Hall.</p>
9.	<p>To set a date for the Internal Control Check 1st October to 31st December 2020</p> <p>Cllr Somerset agreed to complete this.</p>
10.	<p>Next Meeting</p> <p>The next Planning and Finance Committee meeting is scheduled for Monday 8th February 2021 at 7pm via zoom..</p>