



Planning and Finance Committee Meeting on
Monday 8th February 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
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 approve the minutes of the last meeting held on Tuesday 12 th January 2021 It was resolved to adopt the minutes of the meeting held on Tuesday 12 th January 2021 and it was agreed that they can be signed at a later date.
4.	To consider Planning Applications <ul style="list-style-type: none">• S.21/0061/TCA – 4 High Street- Trees in a Conservation Area - 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.20/2598/HHOLD – Dol Y Garth – Permitted• S.20/1239/FUL – Marines Arms – Permitted• S.20/2509/HHOLD – 7 Fieldview - Refusal• S.20/2544/HHOLD – Canon House – Permitted• S.20/2497/LBC – 5B High Street – Consent• S.20/2475/TCA – 40 Lantern Close – Permitted• S.20/2639/TCA – Berkeley Castle – Permitted• S.20/2257/HHOLD – 28 Park View road – Permitted• S.20/2478/TCA – 40 High Street - Permitted
6.	To authorise the schedule of payments due It was resolved to approve the schedule of payments and it was agreed that the online payments can be made.

7.	To review the Finance Report (actuals/budget for 2020/21) The finance report was reviewed and noted.															
8.	To note the payments made under the delegated authority of the Town Clerk for the period 1 st October to 31 st December 2020 The delegated authority report was noted.															
9.	<p>To consider quotes for installation of the Litter Bin (Noticeboard and seating area) It was resolved to accept the quote from J C Aldridge for the litter bin, circular bases and noticeboard installations. It was resolved to transfer the following funds:</p> <table border="1"> <thead> <tr> <th>Cost Code</th> <th>To</th> <th>From</th> </tr> </thead> <tbody> <tr> <td>Town centre Enhancement</td> <td></td> <td>444.00</td> </tr> <tr> <td>Vandalism</td> <td></td> <td>500.00</td> </tr> <tr> <td>Park View Play area</td> <td>735.00</td> <td></td> </tr> <tr> <td>Allotments</td> <td>209.00</td> <td></td> </tr> </tbody> </table> <p>There was a discussion regarding the difficulty of getting quotes for small jobs in the Town. It was decided to put this as an agenda item for March.</p>	Cost Code	To	From	Town centre Enhancement		444.00	Vandalism		500.00	Park View Play area	735.00		Allotments	209.00	
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10.	To consider quotes for the flooring in the toilets at the Town Hall It was resolved to accept the quote from AMG Flooring.															
11.	To consider the Town Hall 5 year Maintenance/Improvement Plan The first draft was noted and it was agreed that Cllr Somerset will work with the Clerk to populate the plan with recurring annual jobs and approx. costs.															
12.	To discuss purchase of a Council laptop (for Councillors without digital access) It was decided to make the best use of existing technology and re-asses after the elections in May.															
13.	<p>To discuss Canon Park CCTV Quote – as attached The Canon Park committee recommended:</p> <ul style="list-style-type: none"> • To move this item to the Planning & Finance Committee • To recommend that cameras are put on the MUGA, but not on the playground or Fitness Area. It may be sensible to move one of the existing cameras to cover some of the playground. <p>There was a discussion during which the following points were raised:</p> <ul style="list-style-type: none"> • How long is the quotation valid for? • How long will the installation take? • When would we need to place the order, to have it ready in time for when the MUGA is open? <p>The clerk will raise these points with the supplier.</p>															
14.	Next Meeting The next Planning and Finance Committee meeting is scheduled for Monday 8 th March 2021 at 7pm via Zoom.															