



Planning and Finance Committee Meeting on  
Monday 7<sup>th</sup> June 2021  
at the Town Hall, Berkeley at 7pm

**Minutes**

**Present:**

Councillor L Ashton  
Councillor K Palmer  
Councillor Q Somerset  
J Hopkins (Clerk)

1.	Election of Chairman Councillor Palmer was duly elected as Chairman of the Planning & Finance Committee
2.	Apologies and absence Apologies received from Cllr Sealey. Cllr Hall has resigned from the Committee. It was agreed to ask for another member at the Full Council meeting on the 21 <sup>st</sup> June.
3.	To receive declarations of interests and consider requests for dispensations There were none.
4.	To approve the minutes of the last meeting held on Monday 12 <sup>th</sup> April 2021 It was <b>resolved</b> to adopt the minutes of the meeting held on Monday 12 <sup>th</sup> April 2021.
5.	To consider Planning Applications The following Planning Applications were considered: <ul style="list-style-type: none"><li>• S.21/1210/FUL – West of Worlds end farm, Clapton-Erection of a 49.99 MW Solar PV Array (Sent to use but Ham &amp; Stone Parish Council area)- <b>Noted</b></li><li>• S.21/1233/TCA-Dol Y Garth, Stock Lane-Trees in a conservation area- <b>Support</b></li><li>• S.21/1260/TCA-41 Salter Street-Trees in a conservation area-<b>Support</b> <b>The Council would like to see another tree planted within the conservation area.</b></li><li>• Stroud District Council Pre-Submission Draft Local Plan. The Local Plan is now available for comments on the contents of the Plan. The period for</li></ul>

	<p>making any comments will run for six weeks from <b>Wednesday 26 May 2021</b> until <b>Wednesday 7 July 2021</b>. Please note that this is a formal statutory stage of public consultation. After a discussion it was agreed that Cllr Ashton will write a draft reply and bring it to the Full Council meeting on 21<sup>st</sup> June.</p>
6.	<p>To receive Planning Application decisions The following decisions, made by the Local Planning Authority, were duly noted:</p> <ul style="list-style-type: none"> <li>• S.20/0629/FUL – 13 Canonbury Street – Permitted</li> <li>• S.21/0282/FUL-Canon Park MUGA/Lighting – Permitted</li> <li>• S.21/0942/HHOLD-25 Lease Close-Approved</li> </ul>
7.	<p>To authorise the schedule of payments due It was <b>resolved</b> to approve the schedule of payments and it was agreed that the online payments can be made.</p>
8.	<p>To review the objectives of the Earmarked Reserves and their values and to agree that our policy is to have a general fund of 50% of our precept The following Earmarked Reserves objectives were noted and agreed:</p> <ul style="list-style-type: none"> <li>• Canon Park Development-On going redevelopment Project, to be completed by Mid August 2021</li> <li>• Town Improvement Project-Has been on hold due to covid. Amount is earmarked towards a Town plan/maps/survey/consultation</li> <li>• Map Restoration Project-Restoration of a 'Map of Berkeley dated 1840', amount has been earmarked over 2 years and will now be discussed again at council as total has been reached for restoration costs</li> <li>• Christmas Decorations Project-To put towards new Christmas Decorations</li> <li>• CIL Receipts-Currently zero, all CIL receipts are held here for use on infrastructure (decided by council)</li> <li>• Contingency Reserve-It was agreed to have 50% of the precept for emergency situations (approx. 3 months overheads)</li> <li>• GCC Growing Our Communities Fund-Currently zero</li> <li>• Sarah's Field Donation-Resident donation for Sarah's Field</li> <li>• Canon Park AGP sinking fund-To build up a fund to replace the 3G pitch in 10 years (depending on usage)</li> </ul>
9.	<p>To note and receive the Internal Control Check carried out by Cllr Carter for quarter four (1<sup>st</sup> Jan-31<sup>st</sup> March 2021) The Internal Control Check was noted.</p>
10.	<p>To discuss a budget for the Canon Park caretaker role-see <i>below minutes from the meeting of the Canon Park Committee on 24<sup>th</sup> May 2021</i>:</p> <ul style="list-style-type: none"> <li>• <i>To ask the Planning &amp; Finance committee to consider a role at 40 hours per month at a budget of £5k. This will come from the general fund as it was not included in the staffing budget. It was agreed that it needs to be</i></li> </ul>

	<p><i>more than 7 hours a week to meet the maintenance obligations of the Fitness Equipment, Playground and MUGA.</i></p> <ul style="list-style-type: none"> <li>• <i>To ask Blakedown to explain the operating systems of the floodlights and gates, to help us consider the needs of the role.</i></li> <li>• <i>There has been an increase in litter around the field and this problem was discussed. CCTV at the fitness end of the field was discussed again and will need to be brought back to Full Council for a decision from all Councillors.</i></li> </ul> <p>The above points were discussed and the following agreed:</p> <ul style="list-style-type: none"> <li>• It was resolved to agree a budget of £6000 for a new caretaker role, and to move this amount from the contingencies budget to the staffing budget. The role now needs to be discussed at a Staffing Committee meeting.</li> </ul>
11.	<p>Next Meeting The next Planning and Finance Committee meeting is scheduled for Monday 12<sup>th</sup> July 2021</p>