



Full Council Meeting
held on Monday 19th July 2021
in the Town Hall, Berkeley at 7pm

MINUTES

Present:

Cllr Q Somerset (Chair)
Cllr J Sealey (Deputy Chair)
Cllr L Ashton
Cllr I Bamfield*
Cllr E Carter
Cllr T Golding
Cllr P Hall
Cllr T Tucker
J Hopkins (Clerk)

1.	<p>Public Discussion</p> <p>Three members of the public shared concerns with us. Stroud District Cllr Gordon Craig shared information with us.</p> <p>The following was noted:</p> <ul style="list-style-type: none">• Concerns from Severnside Youth Football Club regarding booking fees for the new MUGA/AGP (see item 5)• Concerns from a Canonbury Street resident regarding road safety• Update from the Festive Lighting Committee regarding donations
2.	<p>Apologies and absence</p> <p>Cllr Palmer was absent. *Cllr Bamfield arrived.</p>
3.	<p>To receive declarations of interests and consider requests for dispensations</p> <p>There were none.</p>
4.	<p>To approve the minutes of the last meeting held on Monday 21st June 2021—see attached. It was resolved to adopt the minutes of the meeting held on Monday 21st June 2021 and it was agreed that the minutes can be signed.</p>
5.	<p>To note and resolve the recommendations from the Canon Park Development Committee meeting on 28th June 2021 - minutes attached, and to discuss the following:</p> <ul style="list-style-type: none">• To discuss fencing and to receive quotes-Only one quote has been received so far. Following a discussion it was resolved that a 6ft fence will be put up at Canon Park recreational field east boundary. The Planning and Finance committee will decide on which budget to move this amount from and agree on which supplier to use once all 3 quotes have been received.

	<ul style="list-style-type: none"> • To receive an update on the bunding – The bunding will now be located in the north-east end of the field and Stroud Valleys Project will visit again to discuss the changes. CPRE have confirmed that they are happy with our funding application and are awaiting details of our planned changes • To discuss signage at the entrance to the field-It was agreed that new signage is needed for all Town Council owned areas. We will suggest this as part of the ‘Welcome Back Funding’ • To agree insurance for the MUGA/AGP & floodlighting-It was resolved to accept the quote for insuring the MUGA and floodlights at a cost of £811.70 • To agree for Councillors to attend a Football Club meeting on Wednesday 21st July to discuss the football stand-The meeting has moved to Tuesday 20th July and Cllr Somerset and Cllr Ashton will attend • To note the actions from the Staffing Committee regarding the Caretaker Role-The Staffing Committee has agreed to advertise the position in the flyer and on the website, facebook and noticeboard. The closing date for applications will be 15th August and there will be a staffing committee meeting on 16th August before the Full Council meeting, to consider the applicants. • To discuss the hire charges for the MUGA/AGP-After a discussion it was resolved to make a grant of £2500 to Severnside Youth Football Club to cover six months use and then to review it. The Planning and Finance committee will decide on which budget to move this amount from. <p>It was resolved to accept the recommendations from the Canon Park Committee.</p>
6.	<p>Berkeley Burial Committee</p> <ul style="list-style-type: none"> • To receive a report from Cllr Somerset – see attached • To agree to pay the contribution of £3638.81 <p>The report was received. Following a discussion it was resolved to further withhold our contribution until the Council is confident about the processes of the Burial Committee. We would also like to see some of the deliverables being achieved.</p>
7.	<p>To receive an update on our programme of Summer Activities with World Jungle World Jungle are holding the Volunteer Session tomorrow (20th July) from 5-7pm. The dates for the rest of the summer sessions will be released soon.</p>
8.	<p>To receive a report from Cllr Bamfield and Cllr Golding on the allotment inspections and to agree on a course of action</p> <p>The report was received and the Cllrs will meet with the clerk to discuss the process for putting the actions into place. It was agreed that people with polytunnels must be attempting to collect their own water or they will need to pay an additional charge.</p>
9.	<p>To receive a report from Cllr Tucker on the Town Hall ceiling repairs, and to vote on a temporary repair with a view to getting quotes for a new ceiling in the future</p> <p>It was resolved to get quotes for an asbestos survey before any repair works can be completed. It was agreed to look at costs for a replacement ceiling when the budget is looked at in the Autumn (approx. cost £6000).</p>
10.	<p>To review all policies</p> <p>The following policies are agreed fit for purpose:</p> <ul style="list-style-type: none"> • Bullying and Dignity at Work Policy

	<ul style="list-style-type: none"> • Consent Form • Equality and Diversity Policy • Grants Policy, Application Form and Evaluation Form • Social Media Policy • Media Policy <p>The following policies require amendments and will be brought back to Council in August:</p> <ul style="list-style-type: none"> • CCTV Policy-IB • Code of Conduct-IB • Complaints Policy-JS • Disciplinary Policy-PH • GDPR General Privacy notice-EC • GDPR Privacy notice for Staff, Councillors and Role Holders-EC • Health & Safety Policy-PH • Lone Workers Policy-JS • MUGA/AGP Noise Management Plan-JS • Publication Scheme-TT • Risk Management Policy & Risk Assessment-QS • Standing Orders-KP • Financial Regulations-KP <p>All policies are to be found on the website www.berkeley-tc.gov.uk (under 'Your Council', 'Documents and Policies')</p> <p>The following policies are still being worked on:</p> <ul style="list-style-type: none"> • Planning policy-LA • Reserves Policy-KP • Co-option Policy-TT • Abusive, unreasonable and vexatious complaints policy-JS & JH
11.	<p>To resolve that the Bank Reconciliation dated to 31st May be authorised and signed-see attached</p> <p>To resolve that the Bank Reconciliation dated to 30th June be authorised and signed-see attached</p> <p>It was resolved that both Bank Reconciliations be authorised and signed.</p>
12.	<p>To note that Stroud District Council has launched two consultations as follows (open for comments until 1st September):</p> <ul style="list-style-type: none"> • Draft Equality, Diversity & Inclusion Policy and • Review of street or building names and monuments in the district <p>The above was noted.</p>
13.	<p>Sharing Information</p> <p>Councillors took this opportunity to share information. Cllr Ashton discussed the 'Welcome Back Fund' that Stroud District Council have for building back better communities impacted by Covid. Cllrs will send any ideas for use of the funding to her by Friday.</p>
14.	<p>Date of next meeting</p> <p>The next Full Council meeting will be on Monday 16th August 2021 at 7pm at the Town Hall.</p>