



Planning and Finance Committee Meeting held on
Monday 20th September 2021
in the Town Hall, Berkeley at 6pm

Minutes

Present:

Councillor P Hall
Councillor L Ashton
Councillor J Sealey
J Hopkins (Clerk)

1.	Apologies and absence Apologies received from Cllr Somerset. It was noted that Cllr Palmer has resigned from Berkeley Town Council so a new member and Chairman of this committee will be required. Cllr Hall will stand in as Chairman for this meeting.
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 10 th August 2021 It was resolved to adopt the minutes of the meeting held on Tuesday 10 th August and it was agreed that they can be signed.
4.	To consider Planning Applications (these applications are now closed, due to the meeting on the 7 th September not being quorate) <ul style="list-style-type: none">• S.21/1975/FUL-15 Lower Berrycroft-Erection of two storey dwelling house• S.21/1878/FUL-Jenner Court Communal Area-Replacement of patio doors and windows and new canopy• S.21/2006/HHOLD-33-35 Canonbury Street-Demolition of ground floor side and rear conservatories and extension Councillors had visited the sites and noted the above.
5.	To receive Planning Application decisions There were none.
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 note and receive the Internal Control Check carried out by Cllr Ashton for quarter on (1 st April to 30 th June 2021) – see attached The internal control check was noted.

8.	To start work on the draft of the Budget & Precept for 2022/23 After a discussion regarding projects and expenditure for 22/23, it was agreed that the clerk will create a first draft of the budget to be considered at the next meeting.
9.	To review the Finance Report (actuals/budget for 2021/22) and current reserves and to make any adjustments to the budget the committee finds necessary The report was noted and it was agreed that no adjustments are needed.
10.	To discuss the Canon Park open day budget The open day was very successful and extra costs on the day were minimal as the event was run by World Jungle and supported by Berkeley Town Council.
11.	To discuss staffing matters - Confidential Staffing matters were discussed and agreed (see confidential report).
12.	Next Meeting The next Planning and Finance Committee meeting is scheduled for Tuesday 12 th October 2021 at 7pm in the Town Hall.