

4.	<p>Minutes of Committee Meetings</p> <p>It was duly noted that members have received copies of the minutes of the following committee meetings held during the month of September 2015</p> <p>Buildings Maintenance Committee 8th September 2015 Streetscape and Street Furniture Committee 8th September 2015 Planning Committee 8th September 2015 Finance Committee 8th September 2015</p>
5.	<p>Berkeley Town Council Quarterly Finance Report</p> <p>The quarterly finance report to 30th September 2015 was duly noted - see attached</p>
6.	<p>Code of Conduct</p> <p>The Clerk was instructed to ask for clarification from GAPTC on a couple of points before bringing the Code of Conduct back to council at the next available meeting</p>
7.	<p>Standing Orders</p> <p>The Standing Orders dated 19th October 2015 were revised, approved and adopted - see attached</p>
8.	<p>Berkeley 20 m.p.h. zone</p> <p>The Clerk was instructed to write to all parties involved with the funding for infrastructure associated with the new college to apply for funds to cover the cost of implementing a 20m.p.h zone throughout the centre of Berkeley circa £10,000.00 (ten thousand pounds)</p> <p>It was agreed to set up two speed surveys in the Town at a cost of £ 223.00</p> <p>It was agreed that a speed survey will be located at the bottom of High Street (near bridge) and on Lynch Road near the bridge on our boundary</p> <p>It was agreed to allocate a budget of £ 223.00 for the Town Centre 20 m.p.h. project</p>
9.	<p>Canon Park Consultancy Report</p> <p>The Institute of Groundsmanship has provided us with a consultancy report on improving the drainage at Canon Park Recreational Facility - see attached report</p> <p>The report gives three options one of which could be done now and the other two are for a much longer approach</p> <p>It was agreed, by a majority vote, to instruct the Clerk to obtain three quotations for the implementation of option three during the summer of 2016</p> <p>It was agreed, by a majority vote, to ask the Leisure and Recreation Committee to look at options two and three to create a long term plan for the ground</p> <p>It was agreed to allocating £5,000 to the Canon Park Field and Play Area Budget in 2016 to cover the cost of drainage plus the after installation maintenance costs</p>

10.	<p>Remembrance Sunday and Armistice Day</p> <p>Remembrance Sunday is taking place on Sunday 8th November at 3pm in St Mary's Church, Berkeley</p> <p>It was confirmed that Councillors Studden, Fryer, Tucker, Watts, Pinnell and Stanton will attend the Remembrance Sunday service. Councillor Palmer gave his apologies as he will be away on holiday. The Clerk will contact Councillors Brown and Ashton to let them know of the arrangements.</p> <p>It was agreed that all will meet at the Town Hall at 2.30 p.m. and walk to the church together</p> <p>It was agreed to ask the Royal British Legion to supply an additional small wreath for the memorial plaque of Captain Butler</p> <p>It was agreed to make a donation of £ 150.00 to the Royal British Legion</p>
11.	<p>Armistice Day</p> <p>Armistice Day will be on Wednesday 11th November 2015</p> <p>It was confirmed that Councillors Studden and Fryer will discharge the maroons at 11 am</p> <p>The cost of purchasing the maroons at £ 102.24 including delivery and vat was duly approved</p>
12.	<p>Berkeley Players - Stage Curtain</p> <p>It was agreed that the Berkeley Players can install a stage curtain in the Town Hall subject to the following conditions</p> <p>The structure and pole can be a permanent fixture but the curtain must be removed when not in use. The curtain must not affect the other users of the Town Hall. It must not obstruct the fire exit and the curtain material must comply with fire regulations.</p>
13.	<p>Gloucestershire Playing Fields Association - membership renewal</p> <p>It was agreed to renew our membership of Gloucestershire Playing Fields Association at a cost of £ 50.00</p>
14.	<p>Car Park - telephone exchange</p> <p>The Clerk was instructed to contact BT to ask about using their land as a public car park</p>
15.	<p>Defibrillator</p> <p>It was agreed that Berkeley Town Council will make a donation of £ 1000 towards the cost of a defibrillator for Berkeley</p>
16.	<p>Chairman and Councillors Reports</p> <p>Chairman Studden reported that he had attended meetings with the Co-op and Berkeley Castle</p> <p>Councillor Watts visited Berkeley Primary School</p> <p>Councillor Palmer reported that during the course of this meeting the council has agreed to spend £1373.00 that has not previously been budgeted for</p> <p>Councillor Tucker reported that the survey and design report for Sarah's Field is now ready</p>

	<p>Councillor Fryer expressed concerns that cars are mounting the pavement in High Street causing a hazard to pedestrians.</p> <p>Councillor Stanton gave an update on the proposed new building for the Library</p>
17.	<p>Next Meeting.</p> <p>The date of the next meeting is on Monday 16th November 2015 at 7.30 p.m. in the Town Hall, Berkeley.</p>