



**BERKELEY TOWN COUNCIL**  
DRYHTENHOLDA BEORCLEAH

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PLEASE ADDRESS ALL CORRESPONDENCE TO:  
**THE TOWN CLERK**

**Berkeley Town Council  
Meeting held Monday 18<sup>th</sup> August 2014  
In the Town Hall, Berkeley  
At 7.30 pm**

**Minutes**

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| Present | Councillor | G Fryer<br>J Stanton<br>L Ashton<br>F Brown<br>R Pinnell<br>M Studden<br>V Watts<br>T Tucker | Chairman |
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Clerk D Spiers

**Public Discussion**

Mrs Jean Stanton and Mrs Gill Badsey both shared their thoughts with the council on why they think the area known as The Leys to the east of Berkeley should be registered as a village green.

Stroud District Councillor Liz Ashton organised a public meeting with Alan Barrett from the transport department of GCC to consult with bus users about the 224 commuter bus. Three options were offered with the one most favoured by those present being to run an earlier morning route, a later evening route with an extra route in the morning. The company, First Bus, has shown an interest in this service. Alan Barrett apologised for the lack of action with regards to a bus service to Berkeley Vale Park and promised to provide a better service soon.

Liz also attended a meeting hosted by the police which reported on the badger cull. At the meeting the Highways contractor Amey admitted that due to staff shortages they had concentrated their efforts on keeping the footpaths clear in the areas where the badger cull takes place, hence the reason the footpaths are in such a poor state in the rest of the county.

At the Site Stakeholder meeting Cllr Ashton had asked for information to be shared with regards to the radioactive material that had been found on the exterior of a container that had been transported from Berkeley to Sellafeld. It was reported that the contamination was very low level.

Liz also reported that she is working with a person from Dursley to set up a U3A group (University of the Third Age) for the area.

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| 1. | Apologies and absence<br><br>Councillor Palmer gave his apologies and no-one was absent   |
| 2. | Declarations of Interest<br><br>Councillor Stanton declared an interest in item 18  |
| 3. | Minutes of the last meeting<br><br>The minutes of the meeting held on Monday 21 <sup>st</sup> July 2014 were taken as read and signed by the Chairman |

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| 4. | <p>Schedule of Payments</p> <p>The schedule of payments that was presented to the meeting was duly approved - see attached</p>  |
| 5. | <p>BTC Matters Pending List - see attached list</p> <p>The Matters Pending List supplied by the Town Clerk was duly noted</p>   |
| 6. | <p>Correspondence</p> <p>A short discussion took place between members and Mr Varnam who was satisfied with the response to the points he raised in his letter - no further action required</p>   |
| 7. | <p>Chairman and Councillors Reports</p> <p>Councillor Stanton reported that he had attended the Site Stakeholder meeting where they were informed about the green college proposals for the site. The project will include improvements to the roads and it is hoped to be ready for September 2016. It was also reported that there will be a need for extra funding after 2016. John reported that there will one more movement of a very large piece of equipment in to the site later this month and the site will also be carrying out an emergency exercise.</p> <p>John also reported that the Environment Agency will be carrying out habitat surveys in the area.</p> <p>Councillor Ashton reported that there is a broken manhole cover on the green opposite the Mariners which she has notified to Wessex Water. They have attended and put a fence around the broken cover but there has been no repair done as yet. Liz has also been called upon to mediate in a couple of neighbour disputes.</p> <p>Councillor Studden reported on progress made by the Town Plan Review Committee. Since he took over as Chairman they have had 13 meetings and the volunteer numbers have dwindled from 26 to 5. The initial survey had 120 responses and the committee is hoping to obtain a further 50 by the end of September. Mike reported that they are hoping to meet with all local businesses and will also hold drop in sessions for the sole traders</p> <p>Councillor Studden reported that they are hoping to have enough information to report on the surveys with a view to providing a review of the Town Plan by the end of October.</p> <p>Councillor Watts reported that she had been invited to attend the surgery where a tea party was being held for elderly residents some of whom have Alzheimer's. Val reported that the session was very well run and provided a lovely afternoon of activity for the participants. The sessions are run by the Practise Manager and the Head Nurse at Marybrook Medical Centre.</p> <p>Councillor Ashton reported that she has applied for a grant from the fund, which is managed by GCC Cllr Tipper, to provide financial assistance to keep the tea party sessions at the surgery going</p> <p>Councillor Tucker reported that the meeting scheduled with the Youth Club has been deferred until September. Tony also reported that he and Liz will arrange a meeting with Graham Ross from The Playing Fields Association and then organise the first meeting of the Leisure and Recreation Meeting to discuss his findings.</p> |
| 8. | <p>Discharge of Functions to the Proper Officer (Town Clerk) - Quarterly Report</p> <p>The functions carried out by the Town Clerk from 1<sup>st</sup> April 2014 to 31<sup>st</sup> July 2014 were duly noted - see attached report</p>  |

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| 9.  | <p>Berkeley Burial Committee - Terms of Reference</p> <p>It was agreed by a majority vote to inform the Berkeley Burial Committee that the rent from the Lodge has to be paid directly to Berkeley Town Council. Berkeley Town Council will take on the maintenance of the Lodge using the rent monies and will make a contribution of the balance of the monies at the end of the year.</p> <p>It was also agreed by a majority vote that the council will write to the Berkeley Burial Committee informing them that they must abide by the Terms of Reference as agreed by all of the participating councils.</p>   |
| 10. | <p>Standing Orders - Relations with Press/Media</p> <p>It was agreed by a majority vote to insert the following section in to the current Standing Orders for Berkeley Town Council</p> <p>Relations with Press/Media</p> <ul style="list-style-type: none"> <li>a. All requests from the press or other media for an oral or written statement or comment from the Council shall be directed to the Chairman, Deputy Chairman and the Town Clerk in accordance with the Council's policy in respect of dealing with the press and other media</li> <li>b. In accordance with the Council's policy in respect to dealing with the press and/or other media, councillors shall not, in their official capacity, provide oral or written statements or written articles to the press or other media</li> </ul> <p>Clerk's note - the council chose to go against the guidance provided by NALC in Local Council's Explained (2013) by Meera Tharmarajah and added in the titles Chairman and Vice Chairman</p> |
| 11. | <p>Victoria Cross Holders 2014-2018 - Commemorations</p> <p>Val reported that Richard Avery has agreed to bring the Remembrance Sunday Service forward to 2.30pm in order to accommodate the unveiling of the plaque at 3.30pm followed by a reception in the Town Hall. Richard will liaise with the other churches and Pat Day (Scouts) details to follow. Val has put a notice in the September Flyer and gained permission from the council to put an article in the October Flyer.</p> <p>The Library contacted Val to ask if they can include information about Captain Butler in their World War One display to which the council agreed. A discussion took place about how the Town Hall may be decorated - details to follow</p>  |
| 12. | <p>Canonbury Hill - Speeding and Parking</p> <p>The Clerk was instructed to set up a meeting with John Kay where Councillors and members of the public can speak to him about their fears and concerns with the traffic situation on Canonbury Hill</p>  |
| 13. | <p>Committee Meetings - item withdrawn</p>   |
| 14. | <p>Planning Applications</p> <p>S.14/1665/TCA - Berkeley Castle - Trees in a Conservation Area - it was agreed to make the following response to the application</p> <p>Berkeley Town Council is very concerned about the high number of trees being felled. BTC is especially concerned about the high number of Yew Trees that are included to be felled. We ask that the planning officer makes a thorough investigation of the site before any decision is made.</p>   |

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| 15. | <p>Housing Needs Survey - items 15 &amp; 16 were dealt with together</p> <p>It was agreed that the council will carry out an up to date housing needs survey which will include an affordable housing needs survey</p>  |
| 16. | <p>Town Plan Questionnaire</p> <p>See item 15</p>   |
| 17. | <p>Gloucestershire County Council - Minerals Local Plan Site Options and Draft Policy Framework consultation</p> <p>It was agreed that the council will make no comment on the Minerals Local Plan Site Options and Draft Policy Framework</p>                        |
| 18. | <p>Town or Village Green, Berkeley</p> <p>Councillor Stanton left the room for item 18</p> <p>It was agreed by a majority vote that the council will not submit an objection to the application to register the land known as The Leys as a town or village green</p> |
| 19. | <p>Fitzhardinge Way - grass verges</p> <p>It was agreed that the council will pay to have the grass verge in Fitzhardinge Way and the small patch of grass near the entrance to the Brambles included in the contract with Stroud District Council.</p>               |
| 20. | <p>Next Meeting.</p> <p>The next meeting will take place on Monday 15<sup>th</sup> September 2014 at 7.30 p.m. in the Town Hall, Berkeley</p>   |