



Planning and Finance Committee Meeting
held on Tuesday 8th February 2022
in the Town Hall, Berkeley at 7pm

Minutes

Present:

Cllr L Ashton (Chair)
Cllr P Hall
Cllr J Sealey
Cllr P Turner
J Hopkins (Clerk)

1. Apologies and absence
There were none.
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 11th January 2022
It was **resolved** to adopt the minutes of the last meeting held on Tuesday 11th January 2022 and it was agreed that they can be signed.
4. To consider Planning Applications
 - S.22/0061/HHOLD-30-32 High Street-Demolish detached out building and replace with annexe-**Support**
 - S.22/0062/LBC-As above
 - S.22/0205/LBC-8 Salter Street-Replacement windows to front elevation (LBC) -
Support
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 update the banking arrangements and mandate (to remove a signatory and to agree to add a new signatory)
It was **resolved** to update the mandate with the current signatories and to add Cllr Turner as a signatory. It was also agreed to remove paragraph h point 3.
8. To note the payments made under the Clerk's delegated authority for the period 1st October to 31st December 2021
The payments were noted.
9. To appoint a councillor to complete the Internal Control Check for quarter three (1st October – 31st December 2021)
Cllr Tucker has agreed to complete the check for quarter three.
10. To discuss getting quotes for damp proofing in the disabled and mens toilets
It was agreed for the clerk to get quotes.

11. To discuss quotes for a conferencing facility
Cllrs Hall & Turner will meet to discuss other options and report back to the next meeting.
12. To note that the broken doors at the Pavilion have now been repaired for a nominal sum (£65) as agreed under the clerks delegated authority
This was noted.
13. To agree to ask Full Council to appoint a new member to this committee after the resignation of Cllr Somerset
It was agreed to put this to full council.
14. To discuss the Youth Club tender and budget following advice from Youth Club providers
The clerk reported that advice has been sought from providers of other youth clubs and that the budget that we are working from is unrealistic. It was agreed that we need to make more funds available, and the clerk will put in a funding bid to the Police & Crime Commissioner's fund.
15. 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.
16. Next Meeting
The next Planning & Finance Committee meeting is scheduled for Tuesday 8th March at 7pm in the Town Hall