



*Full Council Meeting
held on Monday 25th April 2022
in the Town Hall, Berkeley at 7.30pm*

MINUTES

Present:

Cllr P Hall (Chairman)
Cllr L Ashton
Cllr I Bamfield
Cllr E Carter
Cllr N Easby
Cllr T Tucker
Cllr P Turner
J Hopkins (Clerk)

1. Public Discussion

The 'Annual Town Assembly' was held prior to this meeting, during which the public discussion was held. District Councillor Gordon Craig was in attendance and two members of the public. County Councillor Brian Tipper shared information with us. Cllr Tipper and Cllr Craig agreed to support Berkeley Town Council at a county meeting proposing a county wide '20 is plenty' initiative.

2. Apologies and absence

Apologies were received from Cllr Sealey and Cllr Golding.

3. To receive declarations of interests and consider requests for dispensations

There were none.

4. To approve the minutes of the meeting held on Monday 21st March 2022 and to agree that the minutes can be signed

It was **resolved** to adopt the minutes of the meeting held on Monday 21st March 2022 and it was **resolved** that the minutes can be signed.

5. To resolve that the Bank reconciliation dated to 31st March 2022 be authorised and signed

It was **resolved** that the bank reconciliation be authorised and signed.

6. To receive the following recommendations from the 'Town Improvement Project working party':

The working party would like to recommend that council resolves the following:

- To receive and agree to the attached documents in relation to the consultation: questionnaire, poster and illustration
- To agree to professional fees in connection with attendance at a meeting and updating of the illustration (£850 plus vat)
- To agree to the fee for the online survey of £99/month (for 2 months)
- To note the project consultation timeline:

- ✓ A questionnaire has been produced and consultation events planned
- ✓ Frequently asked questions sheet has been produced
- ✓ The consultation will run from 25th April to 5th June 2022
- ✓ Poster produced which explain the various ways to take part in the consultation
- ✓ Three consultation events
- ✓ An online survey (shared via Flyer, social media and website)
- ✓ A tear out section (questionnaire) in the local 'Berkeley Flyer'
- ✓ Businesses will be visited individually with copies of the poster and questionnaires
- ✓ Online survey link to be shared with local groups

It was **resolved** to approve the above recommendations from the working party.

7. To receive and approve the following recommendations from the 'Queens Platinum Jubilee working party':

- The attached spreadsheet shows the income and planned expenditure for the 'Queens Platinum Jubilee Event', being held at Canon Park recreational field on Saturday 4th June from 1pm-9pm.
- We have received £3550 in funding, and from local businesses
- To agree that the clerk has delegated authority to order and book all events and other requirements for the day up to £3550
- To receive and approve the attached Risk Assessment
- Licenses for the road closure and the Temporary Event Notice have been submitted

It was **resolved** to approve the above recommendations from the working party.

8. To receive three quotes for a new website and to agree on a provider – see attached
It was **resolved** to offer the tender to Quote 3 (Cloudy IT).

9. Local Council Award Scheme

- It was **resolved** to adopt the attached policy for training and development of staff and councillors, and to keep a record of all training undertaken in the last year.
- It was **resolved** that the required criteria is in place for the Foundation Award and that the clerk can submit it

10. To receive a report from Cllr Tucker on the Berkeley Burial Committee

Cllr Tucker reported the following from the meeting held on the 13th April:

- There was a proposal to work together to confirm the legal status of the Burial Committee and to confirm the legal owner of the cemetery and buildings-this will be an agenda item for our May meeting
- The digitalisation should be complete by May but there is still no website to host it-It was agreed to offer the Burial Committee a page on our new website for all of their documents and the digitalisation records
- It was agreed to ask the Burial Committee for more information about the changes to the round circle (mound) and when this had been agreed

11. To note that there has been a fire at the allotments and to discuss and agree to authorise a skip

It was **resolved** to order a skip for the allotments.

12. Severn Vale Flood defence group-To agree on a £45 payment to help fund the group for the coming year

It was **resolved** to pay £45 to the Severn Vale Flood defence group.

13. To authorise the GAPTC subscription and service level agreement

It was **resolved** to approve the subscription and agreement.

14. To consider a program of outdoor summer activities from World Jungle for summer 2022

It was **resolved** to ask World Jungle to run 2 x 2 hour sessions per week throughout the summer school holidays, and to do the marketing and hold youth forum discussions. It was agreed that the clerk will look into the HAF funding as last year.

15. Sharing Information

Councillors took this opportunity to share information. Cllr Ashton has attended a Climate Change summit and would like this as an agenda item in May.

16. Date of next meeting

The next Full Council meeting will be held on Monday 16th May at 7pm in the Town Hall.