



**BERKELEY TOWN COUNCIL**  
 DRYHTENHOLDA BEORCLEAH

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

Berkeley Town Council  
 Meeting held  
 Monday 20<sup>th</sup> February 2017 in the  
 Town Hall, Berkeley at  
 7.30 p.m.

Minutes

Present	Councillor	Liz Ashton Tony Tucker Frazer Brown Peter Hall Ralph Pinnell Gordon Harcourt Keith Palmer Philip Stevenson
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Clerk D Spiers

**Public Discussion**

During public discussion time the council heard reports from Gloucestershire County Councillor Brian Tipper and PCSO Mike Trebble

1.	<p>Apologies and absence</p> <p>There were no apologies given as there was no-one absent</p> <p style="text-align: right;"><i>Local Government Act 1972 s.85</i></p>
2.	<p>Declarations of Interest</p> <p>Councillor Harcourt declared an interest in item 7 because he knows one of the contractors well. He remained in the room, did not take part in the debate nor did he vote.</p> <p>Councillors Brown and Stevenson both declared an interest in item 11 as they are both taking part in the bike ride from Berkeley Square, London to Berkeley Square, Berkeley. They remained in the room and provided members with as much information as they were asked to. They did not take part in the vote.</p> <p style="text-align: right;"><i>Localism Act 2011 s.27</i></p>
3.	<p>Minutes of the last meeting</p> <p>The minutes of the meeting held on Monday 16<sup>th</sup> January 2017 were taken as read and it was agreed that they could be signed by the Chairman</p> <p style="text-align: right;"><i>Local Government Act 1972</i></p>
4.	<p>Co-option of new member</p> <p>It was agreed to co-opt Mr Steven Mansell to Berkeley Town Council</p> <p style="text-align: right;"><i>Local Elections (Parishes and Communities) (England and Wales) Rules 2006, SI 2006/3305, r 5(5)</i></p>
5.	<p>Schedule of Payments</p> <p>There was no list of payments provided at the meeting</p> <p style="text-align: right;"><i>Financial Regulations 5.2</i></p>

6.	<p>Market Place Barrier Baskets</p> <p>It was agreed by a majority vote to purchase barrier baskets for Marybrook Street and Salter Street from Gordon Ellis &amp; Co at a cost of £236.00 plus vat</p> <p>It was agreed the cost of the barrier baskets will come from the Town Enhancement Project budget.</p> <p>It was agreed to ask Kitts Green Nursery to plant up the baskets with summer flowers with a maximum budget of £100</p> <p>It was agreed to set up a rota for members and staff to water the plants throughout the summer months</p> <p style="text-align: right;"><i>Highways Act 1980, s. 96</i></p>
7.	<p>Grounds Maintenance Contract</p> <p>It was agreed to appoint T W Hawkins &amp; Sons to carry out the Berkeley Town Council grounds maintenance contract for 2017 to 2019 - see attached schedule of costs</p> <p style="text-align: right;"><i>Public health Act 1875, s. 164</i></p>
8.	<p>Recreational Community Infrastructure Lists - Berkeley</p> <p>It was agreed to update the list with the following changes/comments</p> <p>Field Drainage Project Canon Park Recreational Facility Project completed  Outdoor Gym to be changed from Park View Play Area to Canon Park Recreational Facility  Library Project estimate of need/source of proposal to be changed from town council to Berkeley Books  Library Project lead responsibility to deliver proposal to be changed from town council to Berkeley Books  Add Sarah's Field Project</p>
9.	<p>Youth Club</p> <p>This item was deferred to the next meeting in order that Young Gloucestershire can be invited to discuss the issues with the council</p> <p style="text-align: right;"><i>Local Government Act 1972 s. 137</i></p>
10.	<p>Play Parks Project</p> <p>It was duly noted that the following progress has been made. Following on from the consultation last year three estimates have been obtained to install equipment at Park View Play Area.</p> <p>The next step is to consult with the community at a meeting on the 27<sup>th</sup> February 2017. The preferences stated by the community will be put together as a list of requirements and contractors will be asked to quote according to the specification provided.</p> <p style="text-align: right;"><i>Local Government (Miscellaneous Provisions) Act 1976, s 19</i></p>
11.	<p>Berkeley Square to Berkeley Square</p> <p>This years Rounder's Tournament is booked for 1<sup>st</sup> July 2017 at the Canon Park Recreational Facility. A charity bicycle ride is organised for the same day from Berkeley Square in London to Berkeley Square in Berkeley. The fundraisers will be supporting three different charities this year Meningitis Now (in memory of Sam Virgo), Sue Ryder Leckhampton (in memory of Bill Spiers) and The CJD Support Network (in memory of Mark Pope)</p> <p>It was agreed by a majority vote to allow the rounder's tournament to be held at the pavilion and field at Canon Park Recreational Facility free of charge.</p>

	<p>The Clerk was instructed to invite the organisers of the bike ride to a meeting in order to discuss whether the council can help in any other way</p>
12.	<p>Neighbourhood Plan</p> <p>The Clerk was instructed to set up a meeting during the annual town meeting, subject to GRCC being able to send someone to talk to us about Neighbourhood Plans, and invite the neighbouring parishes to join us.</p>
13.	<p>Meetings</p> <p><u>Sarah's Field Committee</u></p> <p>Current members of Sarah's Field Committee are Councillors Ashton, Tucker and Brown</p> <p>It was agreed that the next meeting of Sarah's Field Committee will be on 13<sup>th</sup> March 2017 at 7.00 p.m.</p> <p><u>Staff Committee</u></p> <p>Current members of Staff Committee are Councillors Ashton, Palmer and Tucker</p> <p>It was agreed that the next Staff Committee Meeting will be on 6<sup>th</sup> March 2017 at 7.00 p.m.</p> <p><u>April Council Meeting</u></p> <p>The April full council meeting date falls on Easter Monday Bank Holiday this year.</p> <p>It was agreed to change the April meeting date to Monday 24<sup>th</sup> April 2017</p> <p><u>Annual Town Meeting</u></p> <p>It was agreed that the Annual Town Meeting will take place on Monday 20<sup>th</sup> March 2017 in the Town Hall, Berkeley at 7.00 p.m.</p> <p>The Clerk was instructed to arrange for someone from GRCC to come and talk to us about Neighbourhood Plans and to invite our neighbouring parishes to join us.</p>
14.	<p>Internal Audit 2016/17</p> <p>It was agreed to employ GAPTC Independent Auditor Service to carry out the Internal Audit for 2016/17</p> <p style="text-align: right;"><i>Accounts and Audit Regulations 2011 17.3</i></p>
15.	<p>Housing - East of Berkeley</p> <p>It was agreed to write a strongly worded letter to Stroud District Council urging them to withdraw the application for a judicial review in to the Planning Inspectors decision for 188 houses to the east of Berkeley</p>
16.	<p>Town Improvement</p> <p>It was agreed that a map of Berkeley will be brought to a meeting in order that members can mark on it where they would like trees to be planted.</p> <p>It was agreed that Councillor Tucker will meet with Mark Graham from SDC to ascertain whether trees can be planted in the spaces chosen.</p> <p>It was duly noted that once the trees have been planted in open spaces responsibility for their maintenance becomes that of Stroud District Council</p> <p style="text-align: right;"><i>Highways Act 1980, s.96</i></p>

17.	<p>HMS Exploit Affiliation</p> <p>It was agreed that the HMS Exploit affiliates day will be in Sharpness Dock on Sunday 2<sup>nd</sup> April 2017.</p> <p>It was agreed that Councillor Ashton will make contact with HMS Exploit to make the arrangements</p>
18.	<p>Sharing Information</p> <p>Information was shared</p>
19.	<p>Date of next meeting</p> <p>Monday 20<sup>th</sup> March 2017 at 7.30pm in the Town Hall Berkeley.</p>