



PLEASE ADDRESS ALL CORRESPONDENCE TO:
THE TOWN CLERK

**Berkeley Town Council
 Meeting held
 Monday 19th June 2017 in the
 Town Hall, Berkeley at
 7.30 p.m.**

Minutes

Present	Councillor	L Ashton P Hall P Stevenson K Palmer T Tucker S Mansell F Brown	Chairman
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Clerk D Spiers

Public Discussion

There were no members of the public present during public discussion time

1.	Apologies and absence Councillors Pinnell and Harcourt apologies were noted There were no absences <p align="right"><i>Local Government Act 1972 s.85</i></p>
2.	Declarations of Interest There were no declarations of interests from Councillors relating to items on the agenda <p align="right"><i>Localism Act 2011 s.27</i></p>
3.	Minutes of the last meeting The minutes of the annual meeting held on Monday 15 th May 2017 were confirmed and it was agreed that they should be signed by the Chairman <p align="right"><i>Local Government Act 1972, Sch 12, para 41(1)</i></p>
4.	Schedule of Payments The schedule of payments was approved and it was agreed that they could be signed <p align="right"><i>Financial Regulations 5.2</i></p>
5.	20 m.p.h. zone This item was deferred to the august meeting
6.	Potholes - feedback from social media It was noted that there was only one response about a pot hole in Forest View Road and that there were many comments about the overall poor condition of the road from Market Place, along Marybrook Street and Station Road to the roundabout. The Clerk was instructed to report the pot hole in Forest View Road to Highways and continue to raise the topic of the condition of the roads on social media

7.	<p>Neighbourhood Plan Meeting</p> <p>Members were reminded that a Neighbourhood Plan Meeting has been set up on Monday 26th June 2017 in the Town Hall at 7.30 p.m.</p> <p>Simon Maher from Stroud District Council and Helen Richards from Gloucestershire Rural Community Council have both said they will attend the meeting.</p> <p>It was noted that Councillors Ashton, Hall, Brown, Mansell, Tucker and Palmer will attend the Neighbourhood Plan Meeting.</p>
8.	<p>Discussion Points</p> <p>Discussions took place on the following issues;</p> <ol style="list-style-type: none"> 1.Community award for service to the community 2.Making Berkeley a dementia friendly town <p>The Clerk was instructed to invite Emma Keating Clark from Stroud District Council to come to one of our meetings</p>
9.	<p>Adverse Possession Claims - Oakhunger Lane Allotments</p> <p>The council wishes to make an adverse possession claim for the Oakhunger Lane Allotments on the following basis. The owner of the land is unknown and the land is not registered. There is no licence/agreement in place. The council has exclusive possession and can prove continuous possession for a period of more than twelve years. The Council has shown intention to possess the land since 1996.</p> <p>The Clerk was instructed to make the application to Land Registry thus negating the need for a solicitor and a budget for legal fees.</p> <p>The main risk is that an owner appears with the correct evidence that they do own the land. The other risk is that if the council do not claim adverse possession the land may be claimed by others and the community could lose their allotments.</p> <p>It was agreed to apply for adverse possession of the Oakhunger Lane Allotments.</p>
10.	<p>Canon Park Recreational Facility - Play Equipment Fence</p> <p>The Clerk was instructed to engage with the residents via social media to ascertain whether they would prefer a hedge with fruit bushes or a wooden fence at Canon Park Recreational Facility next to Station Road.</p>
11.	<p>Park View Play Area - ROSPA Inspection</p> <p>Fencing damaged - this is being dealt with in the contract to have the fencing and gates changed/repaired and should be completed during the summer of 2017.</p> <p>Overhead power lines - The Clerk was instructed to contact Western Power to ask if anything can be done to help with this problem by highlighting the ROSPA report to them</p> <p>Slide, toddler swings, goal posts and old climbing frame in need of re-painting - Members agreed to get a working party together from residents to paint the old play equipment using surplus paint leftover from painting the bikes around the town.</p> <p>Slide - toggle entrapment to be removed - council will continue to monitor</p> <p>Goals - ground worn and stones in the area - one of the goals has already been replaced and the council will look into replacing the other one next year</p>

12.	<p>CCTV additions to existing system</p> <p>This item was deferred to the next meeting</p> <p>The Clerk was instructed to make an application for a grant from the Police and Crime Commissioner to go towards this project</p>
13.	<p>Town Hall Bench</p> <p>Susannah Jones and Rosalind Morgan have asked the council if they can put a new bench outside the Town Hall in memory of their parents Michael and Helen Jones. Mr & Mrs Jones both served on the council in the past.</p> <p>The bench has been ordered and will be installed by the supplier in July. The council now needs to remove and dispose of the existing bench.</p> <p>It was agreed that Councillors Brown and Mansell will remove the existing bench from its current position and will take it to Canon Park Recreational Facility to be installed on the patio outside the pavilion</p>
14.	<p>MUGA and Activity Trail at Canon Park Recreational Facility</p> <p>It was agreed that before the council could move forward on this project a consultation with the Town will need to take place.</p> <p>It was agreed that residents will be invited to the Berkeley Arms on Friday 7th July at 7pm to consult with members of the council on future development at Berkeley Recreational Facility</p> <p>It was agreed to defer this item until after the consultation has taken place with residents</p>
15.	<p>Strategic Assessment of Land Availability (SALA)</p> <p>In the Autumn Stroud District Council will be carrying out a review of the Local Plan. We will have the opportunity to comment on the SALA.</p> <p>It was agreed that the council will not work through the SALA in order to be prepared for the Local Plan review in the Autumn</p>
16.	<p>Internal Control</p> <p>It was agreed that Councillor Palmer will carry out the Internal Control checks for the period 1st April to 30th June 2017</p>
17.	<p>Planning Applications</p> <p>It was agreed that the following responses will be made to the following planning applications</p> <p>S.17/1213/LBC - Berkeley Hospital - Listed Building Consent - Minor Alterations to previous listed consent - S.15/1255/LBC - NO COMMENT</p> <p>17/0039/STMAJW (district reference S.17/1188/MISC) - Berkeley Power Station - Variation of condition 3 (scope of development) of planning consent 16/0093/STMAJW [construction and operation of a waste encapsulation plant and associated external plant and structures, together with integral highways and drainage infrastructure] dated 16/02/2017 to reduce footprint of building, overall roof and stack height, removal of an internal access road and repositioning access doors - NO COMMENT</p>

18.	<p>Berkeley Youth Club</p> <p>Young Gloucestershire have given notice of termination of our Service Level Agreement which means that the last youth club session with them will be 19th July 2017.</p> <p>It was agreed that the existing provision for our Youth Club will remain the same.</p> <p>It was agreed to ask for three quotes to have the same provision for a youth club to start in September 2017</p>
19.	<p>Sarah's Field Project</p> <p>a. Grant Application</p> <p>Our application for a grant of £5,000.00 from Gloucestershire Environmental Trust Company has been successful. It was a fast track application made through Gloucestershire Wildlife Trust who will receive £500.00 from the grant.</p> <p>It was agreed to make a payment of £ 500.00 to the Gloucestershire Wildlife Trust when we have received the grant of £ 5,000.00.</p> <p>There are conditions attached to the offer of the grant</p> <ol style="list-style-type: none"> 1. acceptance of the offer within two months 2. major works being commenced within six months of the date of the letter (23rd May 2017) 3. the grant must be claimed in full within twelve months of this offer, otherwise the offer is automatically withdrawn 4. written confirmation of when work commences will be required for payment to be claimed. <p>It was agreed to accept the offer of a grant of £5,000.00 from the Gloucestershire Environmental Trust Company.</p> <p>b. Drawings to support planning application</p> <p>The council decided to scrap the proposal to put a parking space and vehicular access to Sarah's Field and will therefore be no need for detailed architect drawings</p>
20.	<p>Sharing of Information</p> <p>Information was shared</p>
21.	<p>Date of next meeting</p> <p>The next meeting will be held on Monday 17th July 2017 at 7.30 p.m. in the Town Hall, Berkeley.</p>