



8.	<p><b>Bank Account Signatories</b></p> <p>It was agreed to remove Mr Frazer Brown from the Bank Account signatories</p> <p>It was agreed to appoint Councillor Tucker as a signatory on the Bank Account for Berkeley Town Council</p> <p>Other existing signatories are Councillors Harcourt, Pinnell and Palmer</p>
9.	<p><b>General Data Protection Regulations</b></p> <p>a. <u>Privacy Notices</u></p> <p>Under the new GDPR (General Data Protection Regulations) the Council will be known as the Data Controller. An amendment to the Bill currently going through Parliament means that Parish &amp; Town Councils will be exempt from providing a Data Protection Officer. The Council will have to appoint a Data Processor. The Council will have to have relevant Privacy Notices in place. These regulations came in to force on May 25<sup>th</sup> 2018.</p> <p>It was duly noted that Berkeley Town Council is a Data Controller and is registered with the Information Commissioner</p> <p>It was agreed to appoint the Town Clerk as the Data Processor</p> <p>It was agreed to adopt the General Privacy Notice - see attached</p> <p>It was agreed to adopt the Privacy Notice for staff, councillors and role holders - see attached</p> <p>b. <u>CCTV and Data Protection</u></p> <p>Under the new GDPR the Information Commissioner has issued new guidance for the use of CCTV in public places. The current policy and signs we have in Berkeley no longer comply with the Information Commissioners recommendation</p> <p>It was agreed to revoke the CCTV Policy dated 17<sup>th</sup> July 2017</p> <p>It was agreed to adopt the CCTV Policy and Code of Practise dated 18<sup>th</sup> June 2018 - see attached</p> <p>It was agreed to purchase new CCTV signs that comply with GDPR</p> <p>It was agreed that the signs should read - "CCTV &amp; ANPR images are being recorded for the purposes of crime prevention and public safety. This scheme is controlled by Berkeley Town Council. For more information, call 01453 511964"</p>
10.	<p><b>Planning Application</b></p> <p>It was agreed to make the following response to the planning application for 10 Lantern Close - "As there is a lack of clarity on the "proposal document" displayed on the SDC website the Council is unable to comment"</p> <p>S.18/1233/HHOLD - 10 Lantern Close - Householder Application for Erection of Garden Room.</p>

11.	<p>Pavilion Showers</p> <p>The Football Club have asked for permission to make internal alterations to the showers in the changing rooms at the Pavilion. They want to remove the partition walls between each shower in order to make a bigger space and one that will be easier to maintain and clean. The existing partitions are made of concrete blocks, plastered and covered with small tiles.</p> <p>It was agreed that the football club can remove the partitions from the showers in the changing rooms at the Pavilion on the understanding that at the termination of the lease, if required, the cubicles are re-instated.</p>
12.	<p>Berkeley Town Centre Improvement Project - building society account</p> <p>There is a building society account in the name of the Berkeley Town Centre Improvement Project that has been dormant since 2009. There is a balance of £101.75 which is made up of a grant of £100 from Berkeley Town Council and building society interest. As the money has not been used for that which it was originally intended and there does not appear to be any possibility in the near future that the project will re-start the council needs to consider claiming the money back.</p> <p>It was agreed that the Town Centre Improvement Project grant will be claimed back and the money will be put back in to the Council budget.</p> <p>It was agreed that the returned grant will be put in to the Town Centre Enhancement Budget</p>
13.	<p>Road Safety Project</p> <p>It was duly noted that we have received the following responses from Gloucestershire Highways to our request for changes to parking and road safety in Berkeley;</p> <ul style="list-style-type: none"> <li>a. Could we add changes to parking on High Street hill by adding them to the TRO currently being applied for - <i>“unfortunately GCC cannot add parking restrictions to the moving traffic TRO. A separate TRO will be required for a parking request. There is currently no budget for requests of this nature so would have to be funded locally.”</i></li> <li>b. The possibility of changing the directional parking in some areas to create more spaces and marking bays in the parallel parking areas to delineate the spaces more clearly - <i>“Due to the width of the carriageway, echelon parking cannot be safely accommodated here. Echelon parking and the reasonably narrow road would result in vehicles having to reverse into two-way moving traffic, which presents a serious road safety issue.”</i></li> <li>c. Speed limit by railway bridge on Station Road - <i>“This has been looked into extensively, as well as taking into account national guidance etc. The decision was made, after fully considering the facts and information, not to implement the requested changes to reduce the speed limit, which has been deemed as not appropriate at this time. However, measures have been recommended at both the northern and southern approaches to the railway bridge on Station Road, Berkeley to introduce ‘SLOW’ markings and signs warning of upcoming bridge and potential oncoming large vehicles in the centre of the road.”</i></li> <li>d. Speed limit in town 20mph zone - <i>“A TRO of this nature will cost in the region of £30,000.00 minimum. A 20mph zone also requires physical traffic calming features. This will need to be looked in to in detail and funded by BTC. This will establish whether such a scheme is necessary/appropriate and meets national guidance/legislation compliance.”</i></li> </ul> <p>The Clerk was instructed to carry out the following tasks</p>

	<ol style="list-style-type: none"> <li>1. Invite all High Street residents to the August meeting of the Council in order to discuss parking on High Street hill</li> <li>2. Ask PCSO Mike Trebble and the Primary School if the local children have designed road signs to slow traffic</li> <li>3. Contact Paul Helbrow from GCC Highways to arrange a meeting with Councillor Harcourt to discuss marking of parallel parking bays.</li> </ol>
14.	<p>Tourism &amp; Economic Development Committee</p> <p>This item was deferred to the July meeting</p>
15.	<p>Community Design Statement</p> <p>It was agreed, by a majority vote, that Berkeley Town Council will create a Community Design Statement for Berkeley</p>
16.	<p>Play Parks Inspections</p> <p>Both of our play parks have been inspected by ROSPA</p> <p style="padding-left: 40px;">a. <u>Canon Park Recreational Facility</u></p> <p>The missing fence panels and sign were brought to our attention but these issues have since been dealt with so no further action is necessary.</p> <p>Slide and Swings - The inspector has noted the poor paintwork, some rust and because of their age their non-compliance with current regulations. The Clerk is aware that the Council wants to improve the play facilities for this site therefore would like to know if we should refurbish the existing swings and slide or have them removed.</p> <p>It was agreed that the slide and swings at Canon Park Recreational Facility will not be removed.</p> <p>It was agreed to refurbish the slide and swings at Canon Park Recreational Facility.</p> <p style="padding-left: 40px;">b. <u>Park View Play Area</u></p> <p>The inspector has highlighted a few minor problems such as protruding bolts etc which will be remedied quite easily. He has also highlighted the poor condition of the paintwork on the old existing equipment.</p> <p>It was agreed to have the old equipment at Park View Play Area painted</p>
17.	<p>Street Waste Bins - Recycling</p> <p>It was agreed to revoke the decision to replace the waste bins in Berkeley with dual waste/recycling bins</p> <p>It was agreed to vire the funds in the Recycling Bins Project budget to the Contingency budget</p>

18.	<p>Allotments</p> <p>a. <u>Deer Gates</u></p> <p>The Clerk was instructed to ask Berkeley Fabrication &amp; Welding if they can provide a quote to adjust the height of the existing gates to make it more difficult for people to climb over and steal produce.</p> <p>The Clerk was instructed to provide locks and keys for both gates and issue them to all allotment holders</p> <p>b. <u>Allotment Holders Feedback</u></p> <p>This year, one allotment holder has expressed concern about the condition of the cart track. There are now two quite deep grooves which make it difficult to use by those that need wheelchair buggies.</p> <p>It was agreed that Councillor Pinnell will inspect the cart track and report back to council at the next meeting</p> <p>c. <u>Registration of Land</u></p> <p>It was duly noted that Berkeley Town Council has Possessory Title to the land known as, The Allotment Gardens at Oakhunger Lane, with effect from 31<sup>st</sup> July 2017.</p> <p>It was duly noted that the Asset Register of the Council has been amended accordingly.</p>
19.	<p>Youth Partnership Group - Berkeley</p> <p>Jemma Grieve the Youth Participation Officer from Stroud District Council is setting up a Youth Participation Group for Berkeley and asks if Berkeley Town Council would like to send a representative.</p> <p>It was agreed that Councillor Tucker will attend the Youth Partnership Group for Berkeley</p>
20.	<p>Town Hall</p> <p>a. <u>Hearing Loop</u></p> <p>It was agreed to instruct Audio Visual Direct to supply and install a hearing loop in the main hall of the Town Hall at a cost of £ 625.00 + vat.</p> <p>b. <u>Wedding Venue</u></p> <p>The Clerk was instructed to publicise that the Town Hall is being considered as a wedding venue on facebook and in the Berkeley Flyer asking for feedback as to whether this is a good thing for Berkeley.</p> <p>c. <u>Lift Alterations</u></p> <p>It was agreed to ask for a quotation to have blinds installed and the light sensor adjusted in the Town Hall Lift</p>
21.	<p>Sharing Information</p> <p>Councillors shared information</p>
22.	<p>Date of next meeting</p> <p>The next meeting of Berkeley Town Council will be held on Monday 16<sup>th</sup> July 2018 at 7.30 p.m. in the Town Hall, Berkeley.</p>

