



6.	<p>Standing Committees - Members and Chairmen</p> <p><b><u>Staffing Committee</u></b></p> <p>It was agreed that Councillors Hall, Stevenson, Tucker and Somerset will be members of the Staffing Committee</p> <p>Councillor Hall was duly elected Chairman of the Staffing Committee</p> <p><b><u>Planning and Finance Committee</u></b></p> <p>It was agreed that Councillors Stevenson, Palmer, Pinnell, Harcourt and Somerset will be members of the Planning and Finance Committee</p> <p>It was agreed that Councillor Tucker will be the member on standby for the Planning and Finance Committee</p> <p>Councillor Somerset was duly elected Chairman of the Planning and Finance Committee</p>
7.	<p>Dates and times of meetings</p> <p>It was agreed that the dates for the Full Council and Planning and Finance Committee meetings will remain the same.</p> <p>It was agreed that the Staffing Committee will meet quarterly on the third Tuesday of the month for March, June, September and December.</p> <p>It was agreed that all council and committee meetings will start at 7pm</p>
8.	<p>Policies review</p> <p>It was agreed that the Council's Standing Orders, Financial Regulations, Code of Conduct and all other policies are still fit for purpose</p>
9.	<p>Asset Register</p> <p>It was duly noted that the Asset Register is fit for purpose - see attached</p>
10.	<p>Annual Accounts and External Audit</p> <p><b><u>a. Statement of Accounts 2018/19</u></b></p> <p>The Statement of Accounts for Berkeley Town Council was duly noted - see attached</p> <p><b><u>b. Section 1 - Annual Governance Statement 2018/19</u></b></p> <p>The Council completed and approved the Annual Governance Statement 2018/19 - see attached</p> <p><b><u>c. Section 2 - Accounting Statements</u></b></p> <p>The Accounting Statements 2018/19 were duly approved - see attached</p>
11.	<p>Planning Applications - New</p> <p>It was agreed to support the following planning applications.</p> <p>S.19/0913/FUL - Berkeley Castle - Creation of memorial garden - SUPPORT</p> <p>S.19/0916/HHOLD - 39 Salter Street - Householder Application for single storey rear extension and replacement garage - SUPPORT with a majority vote</p>

12.	<p>Insurance - Pavilion, Canon Park Recreation Facility</p> <p>The Clerk was instructed to find out whether changing the insurance value of the Pavilion would make a difference to the insurance premium and report back to the next meeting</p>
13.	<p>HMS Exploit visit to Town</p> <p>It was agreed that the date for the visit from HMS Exploit crew will be Monday 30<sup>th</sup> September 2019.</p> <p>It was agreed to provide a tour and buffet for up to 15 people with Jenner Museum at a cost of £325.00.</p> <p>It was agreed to create a Civic Reception Budget in the amount of £ 325.00 by transferring said sum from the Contingency Budget.</p>
14.	<p>CIL Neighbourhood Payments</p> <p>At the end of April Berkeley Town Council received a CIL payment of £ 786.60.</p> <p>It was duly noted that there is a requirement for the Council to spend this money on appropriate local infrastructure projects within 5 years of receipt and to publicly disclose all CIL receipts and expenditure on our website with an annual report</p>
15.	<p>Christmas Tree Barrel</p> <p>It was agreed to strengthen the barrel using both of the following methods:</p> <p>Re-fix and add new metal straps around the barrel and fix a metal plate to the bottom of the barrel.</p>
16.	<p>Play Areas Safety Inspection Reports</p> <p>The annual safety inspections have been carried out for Canon Park Recreational Facility and Park View Play Area - see attached reports</p> <p>The Clerks report on the safety inspections of Canon Park Recreational Facility and Park View Play Area was duly noted</p>
17.	<p>Budget for Canon Park Field Project</p> <p>Councillor Pinnell's proposal that 50% of the Donations and Grants budgets for 2019/20 be transferred to the Canon Park Field Project budget was declined by a majority vote</p>
18.	<p>Sharing Information</p> <p>Information was shared with members of Berkeley Town Council</p>
19.	<p>Date of next meeting</p> <p>The next meeting of Berkeley Town Council will be held on Monday 17<sup>th</sup> June 2019 at 7.00 p.m. in the Town Hall, Berkeley.</p>