



**BERKELEY TOWN COUNCIL**

Town Hall  
Salter Street  
Berkeley, Glos.  
GL13 9DB,  
Tel/Fax: 01453 511964  
Email:  
[Clerk@berkeley-tc.gov.uk](mailto:Clerk@berkeley-tc.gov.uk)

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

*Berkeley Town Council  
Planning and Finance Committee Meeting held on  
Tuesday 11<sup>th</sup> June 2019 in the  
Town Hall, Berkeley at  
7.00 p.m.*

Minutes

Present  
Clerk D Spiers  
Councillor Q Somerset  
K Palmer  
P Stevenson  
R Pinnell (arrived for item 7)

1.	Apologies and absence  Councillor Harcourt was absent, Councillor Pinnell arrived as item 7 was being dealt with
2.	Declarations of Interest  There were no declarations of interests relating to items on the agenda.
3.	Minutes of the last meeting  Subject to Councillor Harcourt being removed from the list of Councillors present and that Councillor Palmer chaired the meeting in his absence the minutes of the meeting held on Tuesday 14 <sup>th</sup> May 2019 were approved and it was agreed they could be signed by the Chairman
4.	Planning Applications - New  It was agreed to make the following response to the planning application S.19/1155/TCA  S.19/1155/TCA - Berkeley Castle, High Street - Trees in a conservation area - T-1 Chestnut Fell - T-2 Chestnut Fell - T-3 2x Chestnut Fell - T-4 Chestnut Fell - No objections but as long as at least the same number of new trees are planted to replace them
5.	Planning Applications - Decisions  The following decisions made by the Local Planning Authorities were duly noted:  S.19/0944/TCA - 58 High Street - No objections S.19/0601/LBC - 27 Salter Street - Consent
6.	Schedule of Payments  The schedule of payments due was approved and it was agreed that the cheques could be signed - see attached
7.	Budget Review 2019/20  The budget for 2019/20 was duly reviewed - see attached

8.	<p>Internal Control Checks</p> <p>It was duly noted that the Internal Control Checks have been carried out for the period 1<sup>st</sup> Jan to 31<sup>st</sup> Mar 2019 - see attached report</p> <p>A discussion took place about the non payment of the vat refund due for the period 1<sup>st</sup> Oct 2018 to 31<sup>st</sup> Mar 2019. The Clerk reported that she has tried to contact HMRC to find out why but it is virtually impossible to get a response. HMRC appear to be very busy at the present</p> <p>The Clerk was asked to report back to the next meeting on whether there has been any response from HMRC by then</p>
9.	<p>Next Meeting</p> <p>It was agreed that the July, August and September Planning and Finance Committee meeting will start at 7.30 p.m.</p> <p>The next Planning and Finance Committee meeting is scheduled for Tuesday 9<sup>th</sup> July 2019 at 7.30pm in the Town Hall, Berkeley</p>