



## BERKELEY TOWN COUNCIL

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

Berkeley Town Council  
Planning and Finance Committee Meeting held  
Tuesday 12<sup>th</sup> November 2019 in the  
Town Hall, Berkeley at  
7.00 p.m.

### Minutes

**Present:**

Councillor Q Somerset  
Councillor P Stevenson  
Councillor R Pinnell  
Councillor K Palmer

J Hopkins (Minutes)

1.	<p><b>Apologies and absence</b> Councillor Harcourt was absent. There were no apologies.</p>
2.	<p><b>Declarations of Interest</b> Cllr Palmer declared an interest in planning ref S.19/1949/HHOLD as the property is near his house. Cllr Stevenson &amp; Cllr Pinnell declared an interest in item 9 as they are members of the Berkeley Burial Committee.</p> <p>There were no other declarations of interests relating to items on the agenda.</p>
3.	<p><b>Minutes of the last meeting</b> The minutes of the meeting held on Tuesday 8<sup>th</sup> October 2019 were approved and it was agreed they could be signed by the Chairman.</p>
4.	<p><b>Planning Applications</b> It was agreed to respond to the following planning applications: S.19/1949/HHOLD - 21 Hillcrest - Householder Application for construction of double garage - No objections</p> <p>S.19/2206/TCA - 5 Salter Street - Trees in a conservation area - Sycamore (T1) Cut down to ground level self-set Sycamore at end of yard area - No objections</p> <p>S.19/2046/TCA - 43 Salter Street - Trees in a conservation area - Fell conifer in the rear garden of the property and plant new tree - No objections</p> <p>S.19/2327/HHOLD - 10 Trevisa Crescent - Householder Application for a proposed rear extension - No objections</p>
5.	<p><b>Planning Applications - Decisions</b> The following decisions, made by the Local Planning Authority, were duly noted.</p>

	S.19/1886/HHOLD - 7 Trevisa Crescent - permitted S.19/1875/HHOLD - 45 Canonbury Street - permitted																		
6.	<p><b>Schedule of Payments</b></p> <p>The schedule of payments due was approved and it was agreed that the cheques could be signed - see attached</p>																		
7.	<p><b>Budget Review 2019/20</b></p> <p>The budget for 2019/20 was reviewed and the following movements agreed:</p> <table border="1"> <thead> <tr> <th></th> <th>From</th> <th>To</th> </tr> </thead> <tbody> <tr> <td>Contingency</td> <td>£803.00</td> <td></td> </tr> <tr> <td>Civic Entertainment</td> <td></td> <td>£268.00</td> </tr> <tr> <td>Councillors Expenses</td> <td></td> <td>£35.00</td> </tr> <tr> <td>Vandalism</td> <td></td> <td>£500.00</td> </tr> </tbody> </table>		From	To	Contingency	£803.00		Civic Entertainment		£268.00	Councillors Expenses		£35.00	Vandalism		£500.00			
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8.	<p><b>To consider the request from Stroud Valleys Project for extra days in 2020/21</b></p> <p>This item was discussed as part of item 10 (Sarah's Field).</p>																		
9.	<p><b>Berkeley Burial Committee Draft Budget for 2020/21</b></p> <p>The Berkeley Burial Committee has provided us with a draft budget proposal and request for estimated contribution for 20/21. It was noted that this amount is already in the town council draft budget. The Berkeley Burial Committee has had a survey commissioned on the lodge and will report back with their findings.</p>																		
10.	<p><b>Budget and Precept for 2020/21</b></p> <p>The following changes were made to the budget and precept proposal for 2020/21 - see attached</p> <table border="1"> <thead> <tr> <th></th> <th>Original proposal</th> <th>New proposal</th> </tr> </thead> <tbody> <tr> <td>Grants</td> <td>£2500</td> <td>£2400</td> </tr> <tr> <td>Donations</td> <td>£200</td> <td>£300</td> </tr> <tr> <td>Town Hall Runnings maintenance</td> <td>£2000</td> <td>£3000</td> </tr> <tr> <td>Canon Park Field &amp; Play Area</td> <td>£2000</td> <td>£2500</td> </tr> <tr> <td>Sarah's Field</td> <td>£4000</td> <td>£5500</td> </tr> </tbody> </table>		Original proposal	New proposal	Grants	£2500	£2400	Donations	£200	£300	Town Hall Runnings maintenance	£2000	£3000	Canon Park Field & Play Area	£2000	£2500	Sarah's Field	£4000	£5500
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11.	<p><b>To note the payments made under the delegated authority of the Town Clerk</b></p> <p>The Clerk's Delegated Authority Report was duly noted - see attached</p>																		
12.	<p><b>Next Meeting</b></p> <p>The next Planning and Finance Committee meeting is scheduled for Monday 9<sup>th</sup> December 2019 in the Town Hall, Berkeley (this will be after the Main Council meeting (approx. 8.30pm).</p>																		