



BERKELEY TOWN COUNCIL

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PLEASE ADDRESS ALL CORRESPONDENCE TO:
THE TOWN CLERK

*Berkeley Town Council
Meeting held on
Monday 9th December 2019 in the
Town Hall, Berkeley at
7.00 p.m.*

MINUTES

Present:

Councillor K Palmer (Chairman)
Councillor T Tucker
Councillor R Pinnell
Councillor G Harcourt
Councillor J Sealey
Councillor R Heaven
Councillor Q Somerset

J Hopkins (Clerk)

1.	<p>Public Discussion - 30 minutes</p> <p>Gloucestershire County Councillor Brian Tipper shared information with Berkeley Town Council. Stroud District Councillor Gordon Craig sent his apologies.</p> <p>A member of the public shared concerns regarding the Christmas lights.</p>
2.	<p>Apologies and absence</p> <p>Councillor Stevenson gave his apologies. Councillor Hall was absent.</p>
3.	<p>To receive declarations of interests and consider requests for dispensations</p> <p>Councillor Somerset will not take part in item 13 as he has an allotment. There were no other declarations of interests from Councillors.</p>
4.	<p>To approve the minutes of the last meeting held on Monday 18th November 2019</p> <p>It was resolved to adopt the minutes of the meeting held on Monday 18th November 2019 and it was agreed that they could be signed by the Chairman.</p>
5.	<p>To consider Planning Applications</p> <p>There were no new applications</p>
6.	<p>To receive a report from Cllr Tony Tucker on the 'Stroud District Road Safety Group' meeting and to consider the installation of Autospeed watch cameras</p> <p>Councillor Tucker discussed the meeting he attended and the plans for the VAS cameras to be in Berkeley (16th-23rd March). As the Redhand cameras are also in place it was agreed to wait for the results of both before deciding on the Autospeed watch cameras.</p>

7.	<p>To receive a report on the Internal Control Check 1st July to 30th September 2019</p> <p>The internal control check 1st July-30th September was duly noted. The next one from 1st October to 31st December 2019 will be due in January (Councillor Tucker).</p>
8.	<p>To authorise the schedule of payments</p> <p>The payments will be authorised at the Finance and Planning meeting (after this meeting).</p>
9.	<p>To note that the SDC Local Plan Review is available for consultation until 22nd January 2020.</p> <p>A copy of the Local Plan Review has been distributed by email and it is available to view and download at: www.stroud.gov.uk/localplanreview.</p> <p>A hard copy is also available at the Town Hall Council Offices for the public to view. A series of public exhibitions have been arranged throughout the district and the one in Berkeley is on Saturday 11th January from 12-4pm in the Town Hall.</p> <p>It was agreed that Councillors will respond individually to the consultation (the online survey is on the Local Plan Review webpage).</p>
10.	<p>To receive the finance report for the period 1st July to 30th September</p> <p>The finance report for 1st July to 30th September was duly noted - see attached</p>
11.	<p>To approve the Canon Park Development Committee Terms of Reference</p> <p>It was resolved to adopt the Terms of Reference - see attached</p>
12.	<p>To receive two reports from the Youth Club</p> <ul style="list-style-type: none"> • Summary of activities in October 2019-The report was duly noted and the council was pleased to see the popularity of the Youth Club • To consider funding a large portable floodlight-The Clerk was asked to find out why the original floodlights do not work and to get quotes for the electrical work for repairs
13.	<p>To consider an increase to the annual charge for the Allotments</p> <p>The Clerk reported the income and expenditure figures. It was agreed to do an annual review of the costs of all council owned hire facilities at the March meeting.</p>
14.	<p>To consider the 'Insurance Reinstatement Report' for the Town Hall and Pavilion</p> <p>The report showed a reinstatement cost assessment for both premises. The Town Hall £1,308,000 and the Pavilion £384,000. As these values are close to what is already insured it was resolved to leave the values on the insurance as they are - see attached report.</p>
15.	<p>To consider adding another Councillor to authorise internet banking</p> <p>It was resolved to add Councillor Sealey and Councillor Heaven as account signatories and authorised users on all bank accounts (including internet banking).</p>
16.	<p>To consider website training for the Clerk (£75 for 2 hours) and '@berkeley-tc.gov.uk' email addresses for all councillors (£18/per mail box)</p> <p>It was resolved to authorise website training for the Clerk and to have email addresses for all Councillors with email (not Councillors Pinnell and Harcourt do not use email and will continue to receive hard copies of documents).</p>

17.	<p>To note that the 'Scribe' accounts package has been moved to the web based version and that the clerk has received training (cost is covered under our license fee)</p> <p>It was duly noted that the accounts package has moved to the web based version and that the clerk has received training.</p>
18.	<p>To confirm the cost (£200 plus VAT) for moving the ANPR camera to the High Street</p> <p>It was resolved to accept the charges.</p>
19.	<p>To consider the football clubs request for help with the Pavilion Heating bill with regard to the youth club</p> <p>The football club have requested help with the heating bill on the night of the Youth Club. The lease with the football club states under Tenant's covenants: <i>'3.8 to accommodate all reasonable meetings of Berkeley Youth Club within the Pavilion at no cost to Berkeley Youth Club or the Landlord'</i></p> <p>It was agreed that the clerk will have a discussion with all parties involved and report back to council.</p>
20.	<p>Sharing Information</p> <p>Councillors took this opportunity to share information</p>
21.	<p>Date of next meeting</p> <p>The next meeting of Berkeley Town Council, will be held on Monday 20th January 2020 at 7pm in the Town Hall, Berkeley.</p>