



BERKELEY TOWN COUNCIL

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PLEASE ADDRESS ALL CORRESPONDENCE TO:
THE TOWN CLERK

*Canon Park Development
Committee Meeting held on
Wednesday 5th February 2020 in the
Town Hall, Berkeley at
7.00 pm*

Minutes

Present:

Councillor K Palmer (Chairman)
Councillor R Heaven
Mark Edwards
Justin Lane
Steve Miles (Stroud District Council Senior Youth Officer)
Justine Hopkins (Clerk)

1.	Apologies and absence Apologies received from Councillor Sealey and Councillor Tucker.
2.	To receive declarations of interest and consider requests for dispensations Councillor Palmer, Mark Edwards and Justin Lane declared that they are all part of Berkeley Football Club. There were no other declarations of interest from Councillors relating to items on the agenda.
3.	To approve the minutes of the last meeting held on Wednesday 11th December 2019 It was resolved to adopt the minutes of the meeting held on Wednesday 11 th December and it was agreed that they could be signed by the Chairman.
4.	To note the letter sent to Berkeley Estate with regard to the Paddock/Orchard field next to Canon Park and to note the response It was duly noted that Berkeley Estate Trustees do not wish to make the field available to extend the Playing Field.
5.	To agree to request the services of Gloucestershire Playing Fields Association It was agreed that the Clerk contacts GPFA to ask for a site visit.
6.	To discuss and plan the public consultation There was a discussion and the following actions agreed: <ul style="list-style-type: none">• To ask the Youth Forum to put together some questions for the consultation• That all members of the committee look at the draft feedback form and make any suggestions for changes by Monday 10th February• That the Clerk will ask for extensions to the 'Growing our Communities Fund' and National Lottery 'Awards for All' grants as they both have restrictions on when they need to be spent which may be before we are able to start the development. It was noted that the football season runs from July to April so the best dates for any work would be May and June.

	<ul style="list-style-type: none"> • It was agreed that the consultation will run for three weeks from 1st March to 22nd March • The dates for the two consultations will be Saturday 7th March at the Football Club Pavilion from 12-4pm and in the Town Hall, Berkeley on Saturday 14th March from 9-12pm. We will need as many committee members as possible to attend these events. It was agreed to leave the consultation boards up in the football club so that the Youth Club can look at it on Wednesday 11th March-Clerk to advise the Youth Club.
7.	<p>To discuss a questionnaire/leaflet/online survey to reach as many residents as possible - see attached draft</p> <p>It was agreed to use the following methods of reaching as many residents as possible:</p> <ul style="list-style-type: none"> • Two sided form in the March edition of the Flyer (which can be torn out) • Two consultation events (as item 6) • Survey/website online questionnaire, Steve Miles will look into the possibility of us using the Stroud District Council portal.
8.	<p>The date of the next meeting will be Wednesday 18th March at 7pm in the Town Hall.</p>