

**You are hereby summoned to attend the
Annual Meeting of Berryfields Parish Council to be held at Berryfields C of E
Primary School, John Fitzjohn Avenue, HP18 0PS on Thursday 2nd May 2019
commencing immediately after the Annual Parish Meeting, for the purpose of
transacting the following business**

Sue Severn,
Clerk to the Council 25th April 2019

AGENDA

1. **To elect the Chairman** of the Council and to receive the Chairman's Declaration of Acceptance of Office.
2. **To elect the Vice Chairman** and to receive the Vice Chairman's Declaration of Acceptance of Office.
3. **To receive apologies for absence.**
4. **To receive any declarations of interest** from Members.
5. **Minutes** To confirm the minutes of the PC meeting held on 17th April 2019 and report on any matters arising.
6. **To review and agree the following Parish Council policies**
 - Finance & Procurement Regulations.
 - Standing Orders (including Risk Assessment)
 - Publication Scheme
 - Risk Assessment & Financial Risk Assessment
7. **Insurance Policy renewal**

To confirm Berryfields Parish Council's insurance policy has been renewed for 2019/20 with Inspire, and to confirm the sums insured meet the requirement of the Parish Council, as circulated.

8. **To appoint internal auditor for 2019/20.**
To appoint Mr Gus Orchard as internal auditor.
9. **Police report and Neighbourhood Policing.**
Receive report from neighbourhood policing team (if any).
10. **Public participation** (under adjournment). *This session will last for a maximum of 15 minutes, members of the public may indicate that they wish to speak during debate by raising their hand. The Chairman will recognise them at his/her discretion, but it is requested that comments are brief, relevant and are not repetitive.*
11. **Planning** To discuss any planning matters and any notified after publication of this Agenda.

19/01428/APP | Blockpaving front garden (retrospective) | 2 Crispin Street Aylesbury
Buckinghamshire HP18 0HW

Full details: <https://publicaccess.aylesburyvaledc.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=PPUJNQCL0PG00&prevPage=inTray>

12. **Land & facilities**
Update Roman Park planning application status.
Annual play area safety inspections confirmed.
Confirmation of training date for park inspection software.
Play areas
Marston Brook to confirm removal of ducklings beside springer and reparation works to tunnel grass covering at a cost of £450 by RTM Landscapes.

13. Finance

To approve the payment run as circulated and ratify any payments made outside of the Parish Council meeting (if any).

To approve the Accounts to end March 2019 and Financial Statements to 31st March 2019. (if available).

To agree and sign Annual Governance Statements.

To confirm dates for Exercise of Electors' Rights.

14. Berryfields News & Communication

To determine format of revised Newsletter and electronic copies including Annual Report of Parish Council for circulation.

15. Meetings

To report on meetings attended and any matters of report.

16. Parish Council Meeting dates 2019/20

19th June

17th July

18th September

16th October

20th November

2020

15th January

19th February

18th March