

**You are hereby summoned to attend the Berryfields Parish Council meeting,  
VIA VIDEO CONFERENCING  
Wednesday 16<sup>th</sup> September commencing at 7.30pm  
for the purpose of transacting the following business**

*Sue Severn*

Clerk to the Council 8<sup>th</sup> September 2020

**AGENDA**

1. **Apologies for absence**
2. **Declarations of interests** in items on the agenda.
3. **Open forum** (under adjournment):  
**Members of the public who wish to attend the meeting must register before the meeting and will be provided with a link to join.**  
To register: Email [clerk@berryfieldspc.org](mailto:clerk@berryfieldspc.org) or call 01296 331815 during office hours.  
If members of the public have questions or comments for the council they should email them before the meeting.  
Members of the public are invited to speak to the Council to raise issues or concerns, ask questions or make comments. *(This session will last for a maximum of 20 minutes. Members of the public may indicate that they wish to speak during debate by raising their hand. The Chairman will recognise them, but it is requested that comments are brief, relevant and not repetitive).*
4. **Police report and Neighbourhood Policing**  
Receive report from neighbourhood policing team (if any).
5. **Planning**  
To consider any planning applications submitted for consultation to the Parish Council any received after publication of this agenda.  
  
**20/02790/APP** Erection of conservatory (retrospective) **107 Avalon Street Aylesbury Buckinghamshire HP18 0WH**  
**Full Details at :** <https://publicaccess.aylesburyvaledc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QFCX9DCLH6Z00&prevPage=inTraY>
6. **Minutes**  
To confirm the minutes of the Parish Council meeting held on 19<sup>th</sup> August 2020.
7. **Land & facilities**
  - **Roman Park**

## **Nursery**

To report progress on appointment of contractor to carry out remedial work to building, preparation of nursery garden and access path and parking.

Any other update regarding Lease, land allocation etc.,

To confirm costs to date and ratify approval of estimates for various parcels of work, as circulated:

Original estimate for interior as specified to meet all Building and other Regulations for occupation as a children's nursery.

Replacement floor and covering

Concrete paths to two sides and creation of 3 accessible ramp access points to fire doors including handrails

Groundworks and provision of fence to nursery garden

Supply and fit two sinks required by tenant

Supply and install artificial grass as laid out on drawing supplied to include all sundries fixings and edgings etc (cost of Astroturf and fixing to be re-charged to tenant).

Install timber underskirt to perimeter of building using kickboard timber and allowing posts set at 1.8m intervals to include 2 access doors

Electrical work including new fuse board and replacement wiring, lights and non-working items, connection to building including fibre

Fire system installation and commissioning (to be confirmed)

Water and waste connections to nursery building

All of the above plus VAT.

## **Costs attributable to Roman Park project**

4 street lights (Kingfisher) as temporary lighting to be moved to final position as development progresses £2,200 plus fitting.

## **Village Hall & Temporary Hall**

To provide updates on Planning Condition Discharge applications.

To confirm contractors who have expressed an interest in receiving Tender documents for Village Hall have now received Tender documents for response by October.

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To confirm contractors who have expressed an interest in receiving Tender documents for Village Hall have now received Tender documents for response by October.

Temporary hall to be delivered to site and connected to mains services during late September/early October at budgeted and previously approved cost.

Move container and site office from current location to new hard standing area beside temporary hall to facilitate equipment and other storage. Consider cost of purchase of containers which will be required long-term to save hire costs.

- **Allotments**  
Update on lettings and condition report (Deputy Clerk).  
To confirm no response from Free Aqua Limited. We will therefore seek alternative solutions.
- **Playground inspections**  
Update on condition and re-opening following lockdown period. Annual Park Inspection.  
Vandalism to Gateway Park and Berryfields Green during week commencing 1<sup>st</sup> September.
- 8. **Finance**  
8.1 To approve the payment run as circulated and to ratify budgeted payments made outside the Parish Council meeting.  
  
8.2 To agree accounts to as circulated.
- 9. **2020 Events**  
To consider a 'virtual' Christmas event run as part of the council's loneliness initiative.  
To collect Christmas gifts for distribution to those in need via local agencies.
- 10. **Coronavirus Act & Covid-19 situation report**  
Any update and latest legislative changes. Opening of parks, use of Council buildings (relevant to temporary nursery building).
- 11. **Grant Funding & BPC Community Larder project:**  
Update on work of community larder and Berryfields Neighbourhood and Watermead Volunteer Armies. Setting up of charitable Trust to be recipient of Grants for food collections, loneliness project, Roman Park facilities etc.,
- 12. **Berryfields News & Communication**  
Berryfields News & Social Media.
- 13. **Highways & transport**  
No report.
- 14. **Meetings & matters of report**
- 15. **Date of next Parish Council Meetings (online)**  
Wednesday 21<sup>st</sup> October 2020.