

You are hereby summoned to attend the Berryfields Parish Council meeting, to be held in The Community Rooms, AVA Primary Phase, John Fitzjohn Avenue, Aylesbury, Buckinghamshire, HP18 0PS on Wednesday 18th March 2020 commencing at 7.30pm for the purpose of transacting the following business

Sue Severn
Clerk to the Council 11th March 2020

AGENDA

1. **Apologies for absence**
2. **Declarations of interests** in items on the agenda.
3. **Open forum** (under adjournment):
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 the following planning applications submitted for consultation to the Parish Council any received after publication of this agenda:

20/00775/ATN | Proposed 20m high monopole with 3no. antennas installed within the antenna shroud and 3No. antennas installed beneath the antenna shroud, 1No. GPS module on top of the monopole and 2 No. transmission dishes to be mounted at a centre height of 14.5m. Ground based apparatus to include 3no. equipment cabinets. | **Layby North Of A41 And South Of Aylesbury Vale Academy Bicester Road Quarrendon Buckinghamshire HP18 0PS**
Full details: <https://publicaccess.aylesburyvale.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q6KJ2JCLIZD00&prevPage=inTray>

19/00491/APP | Erection of 3 dwellings | **2 Billingsfield Cottages Bicester Road Quarrendon Buckinghamshire HP18 0PS**
Full details: <https://publicaccess.aylesburyvale.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PMNFM5CLLLP00&prevPage=inTray>
6. **Minutes**
To confirm the minutes of the Parish Council meeting held on 19th February 2020.
7. **Land & facilities**
 - **Roman Park & Village Hall:**
Update on works to temporary village hall and nursery buildings.
To approve named tender recipients and confirm advertising for expressions of interest to tender for main village hall build.

Site Health & Safety To ratify hire of 350 meters of Heras fencing on long-term basis from Taplins Hire at special price £1 per week, per panel, plus fitting at £750 to ensure site safety of works at Roman Park.

Site access To ratify expenditure of £3,800 for provision of temporary road and turning circle to facilitate build of nursery and allow access until permanent road extension is built, Sir Henry Lee Crescent.

Completion of temporary buildings To agree estimate of costs to complete temporary hall and nursery buildings and make ready for occupation.

CCTV Consider tenders received (2 contractors) for provision of CCTV and security at site (access control to be dealt with separately when road construction complete).

Planning Discharges of Conditions Update.

Trees, Versailles Boxes and donate a tree scheme Explanation and update.

- **Temporary hall**

Recruitment of hall caretaker.

To consider rate card proposal for temporary village hall hire as circulated.

To confirm budget of up to £6,500 for equipment for temporary hall including tables/chairs/janitorial supplies/kitchen equipment, fire and burglar alarms, fire extinguishers, to provide sufficient facilities for hirers.

Recruitment of hall caretaker.

Consider costs for groundworks to create temporary car park and access to temporary village hall (including DDA Compliant ramps/access).

To confirm lighting proposal submitted for planning Discharge.

Working with community groups and agencies to provide activities for parishioners.

- **Grant update**

National Lottery, HS2 and others.

- **Allotments**

Update on wells, rentals and school plot.

- **Park inspections/repairs**

Confirm inspections and remedial works required or carried out since last meeting.
Surfaces.

8. **Finance**

To approve the payment run as circulated and to ratify budgeted payments made outside the Parish Council meeting.

To agree accounts to end February 2020 as circulated and confirm arrangements for internal audit at year end.

To confirm appointment of Mr Gus Orchard as internal auditor for Berryfields Parish Council.

To review BPC Insurance arrangements.

9. **2020 Events**

Litter pick Sunday 29th March 2020. (Cllrs Lane & Waite).

VE Day – 8th May 2020.

10. **Coronavirus update**

Update on information and advice provided to the Parish Council, members of the public, public

meetings and events. Contingency plans for cancellation of meetings and events.

11. **Berryfields News & Communication**

Berryfields News & Social Media.

12. **Highways & transport**

MVAS & Sentinel: (Cllr Inch).

13. **Community Rooms**

14. **Parish Council Elections**

7th May 2020: Administrative matters for Parish Council.

15. **Meetings & matters of report**

16. **Dates of next Parish Council Meetings**

Wednesday 15th April 2020

ANNUAL PARISH COUNCIL MEETING and first meeting of new Council with Annual Parish Meeting

Wednesday 20th May 2020