

**Minutes of Berryfields Parish Council Meeting VIA VIDEO CONFERENCING
Wednesday 15th July 2020**

Present: Councillors Simon Carter (Chairman), James Inch, Louise Rees, Ashley Waite, Monique Foster, Laurilee Green,
Sue Severn Parish Clerk and Agnes Alborzpour Assistant Clerk.

1. Apologies for absence

Cllr Gareth Lane
Anthea Cass, Deputy Clerk

2. Declaration of Interests

None

3. Open Forum

No members of public joined the meeting.

4. Police report and Neighbourhood Policing

No report.

5. Planning

No planning applications received.

6. Minutes

The minutes of the Parish Council meeting held on Wednesday 17th June 2020 were agreed, and Councillors asked clerk to sign them on their behalf.

Proposed by: Cllr Monique Foster

Seconded by: Cllr Louise Rees

Agreed unanimously

7. Land & facilities

Roman Park & Village Hall:

Nursery

One estimate for the roof replacement, cladding and the internal work had been received. Further estimates are awaited as the original one is very high. Councillors agreed that the costs would be confirmed and circulated for agreement as soon as received in order to enable work to commence.

Village Hall

The Clerk and Deputy Clerk met the funding officer to secure funding for expenditure to date. The final planning Discharges have been submitted, these are in respect of SUDS and Landscape conditions.

All contractors who have expressed interest, will receive the tender documents.

Allotments

Most of allotments are let, we have 11 people on the waiting list.

An update on wells given by Cllr James Inch, the top well is not filling up correctly as probably there are not enough boreholes. Cllr James suggested we contact the original contractor and ask him to fix the issue or to reimburse 25% to Parish Council. Councillors agreed this in two stages to give the firm every opportunity to solve the problems. The Clerk will write to Free Aqua Ltd to ask them to confirm that they will attend the site and fix the problem. If a satisfactory response is not received then the PC will ask for a 25% reimbursement of the cost of the well to allow it to appoint an alternative contractor to finish the work.

Park inspections/repairs

The parks and play areas are being checked on a daily basis and for the safety reason all baskets swings and those too close for adequate social distancing have been chained up.

All parks are in good condition. The PC's grounds maintenance contractor is spraying weeds and the rubber mulch suppliers will kill weeds and repair as necessary.

The Clerk received request from personal trainer to rent outside space from the Parish Council to run her classes. Councillors were in favour, but stressed the need to be mindful of possible noise and disturbance that may bring to the neighbourhood. The Clerk will speak to her and ask for more details, times, what type of equipment, numbers and due diligence.

8. Finance

The payment run was agreed as circulated and budgeted payments made outside the Parish Council meeting were ratified.

BERRYFIELDS PARISH COUNCIL				
Payment run 15th July 2020				
Payee	Detail	Net	VAT	Total £
Net staff salaries	Net salaries, expenses & office costs			£ 3,840.36
Agnes Alborz Consulting	Invoice No PC001819: 40 hours social media, 26 hours project management		£ -	£ 990.00
Pickerings Plant Hire	Inv No 687172 rent site hut and secure store	£ 189.94	£ 37.99	£ 227.93
RTM Landscapes Ltd	Invoice No. 2326 Grass cutting parks £1690, Bin emptying £24.75, Strim plot 4B, 5B, 24B, 25B £30			
	Invoice No 2342 reset gates	£ 2,189.00	£ 437.80	£ 2,626.80
Taplins Plant Hire	Off hire charges Heras fencing (invoice No 72442)	£ 262.60	£ 52.52	£ 315.12
	Invoice No 220508: (Pre-approved) Purchase heras fence panels, feet, clips, vehicle gates, pedestrian gates ex hire not invoiced and paid in May.	£ 2,910.00	£ 582.00	£ 3,492.00
Portable Offices Luton Ltd	Inv 71152: Purchase heras fencing to temporary village hall site off hire	£ 1,227.00	£ 245.50	£ 1,472.40
E-on	5 July electricity charges June	£ 139.50	£ 6.98	£ 146.48
Blackwood Architects Ltd	Inv BVH21/ps: Planning conditions discharges, site meetings, pre-tender correspondence hall	£ 700.00	£ 140.00	£ 840.00
Community Impact Bucks	Inv 4993 sub village hall subscription annual renewal	£ 50.00	£ 10.00	£ 60.00
Sure2Door	Inv-3503 Print & delivery Berryfields Volunteers & community larder/fridge project	£ 415.08	£ 46.54	£ 461.62
Cole Easdon Consultants	Inv 67769: Prepare surface water draining design to address SUDS conditions	£ 1,725.00	£ 345.00	£ 2,070.00
Seethelight (DD)	Inve 13540270: Activation fee £29.99, Monthly fee business broadband £41.74	£ 41.74	£ 14.35	£ 86.08
Bright Pay	Payroll software annual renewal	£ 49.00	£ 9.80	£ 58.80
Sub Surface South East Ltd	Inv SE1870 ground investigation for new village hall	£ 1,964.00	£ 392.80	£ 2,356.80
	Total payment run			£ 19,044.39

Proposed by: Cllr Laurilee Green

Seconded by: Cllr Louise Rees

Agreed unanimously

9. 2020 Events

No planned events.

10. Coronavirus Act & situation report

Grant Funding & BPC Community Larder project:

Leaflets are going out this week for Berryfields Neighbourhood Army. The container is stocked with foods collected from Watermead residents and donate by their financial contributions. There are currently 23 families on the list, increasing regularly.

Volunteers and donations are required from Berryfields. The Clerk will purchase fridge as soon as practicable.

11. Berryfields News & Communication

Provisionally Councillors agreed to have the first draft ready for 10 August for delivery at the beginning of September

12. Highways & transport

MVAS & Sentinel.

No report

13. Meetings & matters of report

No report

14. Date of next Parish Council Meetings (online)

Wednesday 19th August 2020.

There being no further business, the Chairman closed the meeting at 8.35pm.