

**Minutes of Berryfields Parish Council Meeting
held at Roman park, Sir Henry Lee Crescent, Aylesbury, HP19 0YT
on Wednesday 20th October 2021**

Present: Councillors Louise Rees, Lucy Harmes, Laurilee Green (Chairman), Bindu Gundapudi, Paul Redshaw, Arun Sekhar, Naser Habib (Vice Chairman), John Yandrapati (via Zoom), Gareth Lane, Vernon Hills, Sue Severn (Parish Clerk), Anthea Cass (Deputy Clerk), Councillor Mick Caffrey (Buckinghamshire Council)

1. **Apologies for absence**

Councillor Ashley Waite (Buckinghamshire Council).

2. **Declarations of Interest in items on the agenda**

Councillor Lane declared an interest in item 9 on the agenda.

Councillor Green declared an interest in item 5 **21/03595/APP** – this application is made by a neighbour.

Neither councillor took part in discussion, or voting, on these items.

3. **Open forum for parishioners**

No members of public attended the meeting.

Councillor Green welcomed Councillor Caffrey from Buckinghamshire Council. He advised that of the £3 million grant from the Government, Buckinghamshire Council had been given £2.4 million to help households through the current Covid crisis. He suggested that Parishes were best placed to signpost families needing help and that the actual process of distributing funds had not yet been advised but he would forward it when it was available. Councillor Green asked if Roman Park Trust would be a suitable candidate but Councillor Caffrey advised he was under the impression that the money would be given to individuals, but he would check.

4. **Police report and Neighbourhood Policing**

No written report received.

5. **Planning**

21/03938/APP | Householder application for part single, part two storey rear extension. Single storey extension to existing detached outbuilding. Loft conversion with associated works. | **39 Siddington Drive Aylesbury Buckinghamshire HP18 0UE**

The Parish Council is neutral in respect of this application and had no comment to make.

Agreed unanimously

21/03595/APP | Single storey side extension | **35 Bramley Road Aylesbury Buckinghamshire HP18 0FT**

The Parish Council is neutral in respect of this application and had no comment to make.

Agreed unanimously

21/01548/APP | Land Off Sir Henry Lee Crescent Aylesbury Buckinghamshire
Erection of 2 commercial units with a mixed (flexible) B1 and B2 |

The Parish Council is neutral in respect of this application and had no comment to make.

The Parish Council agreed unanimously to remain neutral on all three planning applications.

Proposed by: Councillor Redshaw

Seconded by: Councillor Sekhar

6. **Minutes**

The draft minutes of the Parish Council Meeting held on 19th September 2021 were approved and signed as a true record by the Chairman.

Proposed by: Councillor Lane

Seconded by: Councillor Habib

7. **Land & facilities**

Roman Park & Village Hall

Councillor Green shared with other Councillors that she had visited the hall build and was most impressed with how the build was progressing.

The Clerk reported there were currently no variances to the project plan or costings to report. A meeting has been arranged during November to discuss material costs. Any amendments to original costings will be reported to Councillors. Progress reports are forwarded to Councillors as received, there are no issues other than difficulty in obtaining S106 payments from Buckinghamshire Council. This issue is being addressed with the officers concerned who are doing their best to be helpful.

Park inspections/repairs

Councillors were advised that the office has found new material, a rubber mulch kit, which is being used in various locations to see if it is a suitable DIY alternative to playground repair contractors. Supplies have now been delivered and the office will monitor the material's performance. Other repairs have included vandalism damage, replacement caps and nuts on various equipment and replacement of the backboards and rings in Berryfields Green (the rings have had to be replaced twice).

Grant applications update

The Deputy Clerk reported that the SUEZ application for £50,000 towards the tennis courts has gone through to the third stage.

The Community Board is still considering the application for the MUGA contribution of £25,000 is still being considered. The Board has suggested, on several occasions that the S106 monies could be used. The Clerk has carefully explained that all the S106 monies are committed to agreed projects and will not be re-directed by the PC.

National Lottery have rejected our application for the tennis courts suggesting that there was

insufficient deprivation in Berryfields. The Deputy Clerk advised that the office had written and refuted this view but it had made no difference.

Community Board granted £500 for a replacement Book cupboard which has now been ordered.

8. Finance

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

Staff +A3/E25salaries & expenses		£	4,536.18		£	4,536.18
Alborzpour Consulting		£	600.00	£	-	£ 600.00
Seethelght						
Euroloo	Hire of event loos for HM Queen's Platinum Jubilee event	£	310.00	£	62.00	£ 372.00
Online Playgrounds Ltd	Invoice No SIN43613 Playground rubber mulch surfacing mix	£	481.00	£	86.20	£ 577.20
RTM Landscapes Ltd	Invoice No 3041 Grass cut to parks & allotments		1690		338	2026
RTM Landscapes Ltd	Invoice No 3064 Flail ditchline & hedgerow Martin Dalby Way ditches	£	760.00	£	152.00	£ 912.00
Portable Offices Luton	Invoice Nos 89043 & 87712 Temporary office hire August/September 2021	£	2,990.00	£	598.00	£ 3,588.00
Pickerings Hire	Invoice Container hire	£	105.60	£	21.12	£ 126.72
IH Parish Council Services	Invoice PCS/295/2021 works to parks repair ground, call out to repair climbing frame	£	30.00	-		£ 300.00
John Bitmead	Invoice AA00682 Repair basketball backboard, Berryfields Green, Mix rubber mulch & fill aperture seesaw	£	280.00			£ 280.00
Budgeted payments made for ratification:						
Playground Supplies Ltd	Balance of invoice No 6029: Re-tension zipwire Roman Park, refit net Barleyfields	£	350.00	£	70.00	£ 420.00
NetNerd	Website unlimited hosting bpc	£	4.99	£	1.00	£ 5.99
Baughan Pest Control Ltd	Invoice 4475 Bi monthly vermin service Lawson Road	£	80.00	£	16.00	£ 96.00
Cosy						
Nolan Support Services Ltd	Invoice 105 Fortnightly litter picks x 3 Berryfields parks (@£117)	£	351.00	£	70.20	£ 421.20
RTM Landscapes	Invoice 2091 paid 21.9.2021 Grass cutting all BPC parks and allotment arisings	£	1,690.00	£	338.00	£ 2,028.00
HM Land Registry	HM Land Registry search:	£	3.00	-		£ 3.00
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Amazon	Office supplies	£	43.64	£	8.73	£ 52.37
Hanna's Domestic Services	Invoice 616 Office cleaning September	£	60.00	-		£ 60.00
Online Playgrounds Ltd	Invoice No SIN043276 surface repair kit playgrounds	£	90.00	£	18.00	£ 108.00
	Total	£	14,458.41	£	1,779.25	£ 16,515.66
Village Hall Project						
Focuss Group Construction*	Invoice No 0013 Certificate No 6	£	252,264.72	£	50,452.94	£ 302,717.66
Socotec Ltd	Invoice No 166373: Building Control Inspector	£	1,136.00	£	227.20	£ 1,363.00
Blackwood Architects	Invoice NoBVH34/PS BPP £1200, Inv No BVH 30/PS BPP £3,000,BVH 33/PS BPP £1200	£	4,500.00	£	900.00	£ 5,400.00
	Total	£	257,900.72	£	51,580.14	£ 309,480.66
BERRYFIELDS PARISH COUNCIL Payment run 15th September						
Payee	Detail		Net		VAT	Total £
Staff salaries & expenses						£ 4,363.94
Alborzpour Consulting		£	667.50	£	-	£ 667.50
Seethelght	Wifi Berryfields Green x 2 months	£	38.00	£	7.60	£ 98.20
Lock & Key	Padlocks bottom gate & compound	£	49.35	£	9.87	£ 59.22
Online Playgrounds	Wet pour materials for repairs	£	180.00	£	27.50	£ 249.00
Attitude Autos	Invoice AA00677 Repair to Berryfields Green tunnel	£	192.00	£	-	£ 192.00
John Hillier	Invoice UTR1281260314 August prepare event space weekly	£	105.00	£	-	£ 105.00
Baughan Pest Control Ltd	Invoice No 4434 Pesto control village hall & containers	£	80.00	£	16.00	£ 96.00
HM Land Registry	Search fee: Berryfields residence boundaries	£	3.00	£	-	£ 3.00
Experian	Credit reference service subscription inv No 6410410656	£	360.00	£	72.00	£ 432.00
Pickerings Hire	Inv 00042452 Container hire June-August	£	316.80	£	63.36	£ 380.16
	Inv 811490 Container hire September	£	105.60	£	21.12	£ 126.72
Independent Water Networks	Inv 15825584: Water & sewage charge Roman Park	DD	28.93	-		£ 28.93
Coffee Q	Buddies event:	£	75.00	£	-	£ 75.00
Shark Graphics & Cartography	Map of Berryfields: To be re-charged to Consortium	£	560.00	£	-	£ 560.00
Northchurch Parish Council	Inv 2021/22 Training park inspection course	£	170.45	£	-	£ 170.45
Attitude Autos	Inv AA00675 Repair & re-paint springers Gateway Park	£	318.00	£	-	£ 318.00
BALC	Inv 3143 Training	£	30.00	£	-	£ -
STEM Group	Telephone	£	30.00	£	6.00	£ 36.00
Reids Playgrounds	Inv 4510 Marston Green multi-play re-secure rope to ground	£	320.00	£	64.00	£ 384.00
Shaw & Sons	Inv 282188: Scroll Freedom	£	300.00	£	60.00	£ 360.00
	Total					£ 8,705.12
Village Hall Project						
Focuss Group Construction	Invoice No-011 Certificate 5	£	59,119.63	£	11,823.93	£ 70,943.56
Schwab & Co Lex	Legal services: Preparation of Minor Works Contract					£ 239.41
Blackwood Architects	Invoice inv/BVH30/ps Discharge planning conditions FGC. Negotiation with contractors, fill MWD contract, dimensions foundations alter drawing, steel drawings	£	2,500.00	£	500.00	£ 3,000.00
	certificates	£	1,000.00	£	200.00	£ 1,200.00
Blackwood Architects	inv/BVH34/ps September Site meetings, update external services drawings, kiosk drawings, site queries, certificates	£	1,000.00	£	200.00	£ 1,200.00
	Total					£ 11,823.93
						£ 71,182.97

8.2 The Clerk reported that the accounts to the end of September would be circulated shortly.

Proposed by: Councillor Rees

Seconded by: Councillor Redshaw

Agreed unanimously

To ratify decision grant for community grant to Aylesbury Indian Community

Proposed by: Councillor Sekhar

Seconded: Councillor Hills

Agreed unanimously.

9. **Events**

The Deputy Clerk reported that Berryfields Buddies would be starting weekly walks on Wednesday 27th October starting with a walk along the Greenway. Coffee morning will continue on Wednesdays from November.

A skateboarding class will be held on 29th October.

Santa event dates would be as agreed and will be held between 4pm and 6pm on both days. If Covid-19 changes these plans, we will utilise the container for Santa's grotto. A booking system will be set up to stagger visits. The hot drinks van will be invited to attend.

Church on Berryfields request

Reverend Gareth Lane asked that the Church be allowed to use the Berryfields Green MUGA for a carol concert during December. Councillors debated and resolved to agree subject to the Church only closing the MUGA to the public during the morning for setting up and that it be cleared after the event finished. Councillor Gundapudi suggested school playground, but Councillor Lane said he would like a neutral space.

Councillor Green said that the marquee company must not drive on the grass. MUGA cannot be off limits for 48 hours. Security needs to be considered. Councillor Hills and Redshaw suggested that Noble Crescent may be a better location. Clerk offered Watermead marquee which could be put up over a shorter space of time. Councillor Lane advised he wanted to use a professional company. Councillor Green also reminded that schools would have broken up for Christmas before the event date.

Councillors resolved to agree the request to use Berryfields Green for a Carol concert.

Proposed by Councillor Redshaw

Seconded by Councillor Rees

Agreed unanimously

HM Queen's Platinum Jubilee

Councillor Sekhar is taking lead for this event celebrations together with Councillor Gundapudi.

Trees: The Clerk asked Councillor Caffrey whether he thought Buckinghamshire would consider the Roman Park Versailles box avenue of trees as a location for its tree planting for The Queen's Green Canopy. He agreed to find out more about their plans.

10. Berryfields News & Communication

The next edition is due in December, final date for inclusion of articles is 29th October. Councillors were asked to ensure their contributions were with the office before that date, if at all possible. Councillors agreed to contribute content including articles on Christmas crafts, cookery and Diwali. Councillor Gundapudi will write a vaccine update.

11. Councillors' Working Group

Councillor Green reported that the Group had not met but she had circulated the proposed website content for approval. She requested that everyone replies if they are asked to confirm agreement on any matter.

It was agreed that the Clerk will amend once all she is told what changes are needed.

12. Highways & transport

MVAS & Sentinel: The Clerk confirmed that the new MVAS had been ordered and was due for delivery in the next month to six weeks.

The Clerk will register Berryfields's speedwatch locations on the designated day with Highways and the Police and will request a speed gun to be shared with Watermead and Oving.

The Deputy Clerk advised that Community Speedwatch signs have been ordered and will be erected on the 30mile an hour signs at the three entrances into Berryfields. Once there it will no longer be necessary to use the portable signage when using the speed camera.

13. Meetings and matters of report

Community Rooms

The Clerk & Deputy Clerk reported that they had attended a Teams meeting with the Finance manager of the AVA School during which they had discussed ways in which the PC can engage with students and the schools. The School Council will be invited to send a representative to PC meetings, and a student will be encouraged to write for Berryfields News.

The Community User Agreement for the community rooms was discussed, which Mrs Cooper had not seen. A copy has been sent to her for comment and the Clerk will report back to Councillors. Councillors had noted that the car park gate is locked in the day and the Clerk will revisit this. The Clerk will both heads of AVA schools to put article in their newsletter asking parents not to stop in the road near or on the roundabout to drop off children. Councillor Redshaw suggested putting up barriers around the roadside so parents cannot drop off. Councillor Hills will draft an article for the News incorporating the speed camera.

McIntyre Charity will be bringing small groups of their adult learners to do litter picks within Berryfields. This will start the first week of November.

Berryfields Parish Memorial Policy to agree the policy.

Councillors discussed the bases of existing bases and were concerned that some had weeds growing underneath them and some would need concrete bases. The new rubber mulch should also be considered as a permanent base. Cost of benches/trees and plants would be met in full by Parishioners, including fitting and memorial plaques but the maintenance costs would be met by the council.

Councillor Yandapati had some concerns about the personal safety of Councillors. Councillor Caffrey and the Clerk confirmed that in their experience as long-standing local councillors they had experienced this. Councillor Caffrey will send the Clerk slides from a recent personal safety session he had attended, which was basic common sense.

14. **Date of next Parish Council meeting**

Wednesday 17th November 2021

The December meeting will be a working group Budget Meeting to determine Precept for 2021/22. The meeting will be held on Wednesday 15th December, after the Berryfields Buddies Christmas tea event.