
Minutes of Berryfields Parish Council meeting held on Wednesday 20th September 2017, in the Community Rooms, C of E Primary School, Berryfields, HP18 0PS

Present Councillors: Duncan Satterley (Chairman), James Inch, Wendy Phillimore, James Wilks.
Sue Severn, Parish Clerk.

6 members of the public, AVDC Cllr Ashley Waite.

1. Apologies for absence:

Cllrs David Williamson (Vice Chairman), Mike Barns.

2. Open Forum (under adjournment):

A member of the public present congratulated the Parish Council on the fete, and said that he had enjoyed it very much.

AVDC: Cllr Waite advised that the cost of station parking was going up at all stations in the AVDC area, with the exception of Aylesbury Vale Parkway Station.

3. Police report and Neighbourhood Policing, Road safety

No report had been received from the Police. Cllr Satterly advised that reported crimes had risen slightly during July. However, this trend was less in Aylesbury North than in other Aylesbury areas.

The chairman and clerk attended a meeting with Tim Metcalf, the new Area Commander, and he advised that that the issues reported during a presentation on crime and anti-social behaviour in neighbouring parishes as well as Berryfields were being given priority by Thames Valley Police. These issues included anti-social behaviour, partly related to drugs problems. They have had some success recently with drug related crime solving with ongoing operations in place, significant arrests having been made during Tuesday.

Two parishioners reported incidents where no action had been taken following reports to 101. One had reported at 2am disturbance in Berryfields Green, and another an attempted vehicle theft at 8.10am. No response had been received. The Chairman said this would be reported but that it was important to keep reporting crimes because otherwise the police could not resource to meet demand.

It was agreed that a letter from BPC will be sent to Tim Metcalf, offering support and the Police and Crime Commissioner and David Lidington expressing concern and suggesting additional resource was essential with the growing population of this area.

4. Declarations of Interest:

There were no declarations of interest.

5. Minutes of the previous meeting 19th July 2017

The minutes were agreed and signed by the Chairman as a true record.

6. Planning:

17/03144/ADP Berryfields MDA Bicester Aod Quarrendon

The PC has concerns regarding the change to Condition 11. Cars will park on the road due to already insufficient parking provision on a narrow road. This will result in the refuse vehicles having difficulty in accessing all properties. They resolved to remain Neutral on this proposal but to raise these concerns and ask that the planning officer considered them during determination of the application.

17/03509/APP Berryfields MDA, Bicester Road, Quarrendon

The parish council was concerned about access and parking if this variation were to be granted. They made the following comments:

The PC has concerns regarding the change to Condition 11. Cars will park on the road due to already insufficient parking provision on a narrow road. This will result in the refuse vehicles having difficulty in accessing all properties.

17/03591/APP 5 Russet Street Aylesbury Buckinghamshire HP18 0GN

Single storey rear extension.

the Parish Council resolved to be neutral in respect of this application.

17/02271/APP 6 Bramley Road, Berryfields Single storey rear extension.

The Parish Council resolved to be neutral in respect of this application.

7. Land and Facilities:

Clerk's Report circulated to Councillors:

Lighting proposal for Berryfields Green: It was decided to keep a watching brief on the situation and review each month.

Berryfields Green: Signage now in place. Weedkilling, tidying of beds and planting around shed will take place over next weeks.

Roman Park: Village Courtyard buildings and mound.

After debate Councillor Inch proposed that the PC applies for planning permission, once written confirmation of the Licence/Lease to occupy and develop the land is in place. At the cost of the planning application fee. Seconded by James Wilks, agreed unanimously.

8. Finance

The payment run for August and September, together with budgeted expenditure between meeting were approved/ratified as circulated:

Berryfields Parish Council payment run 18th August 2017					
Payee	Detail	Payment	Net	VAT	Total £
Mrs S J Severn	Net salary £863.20, Office £50, Exps £90.30 inc mileage, software, tel share of costs	BACS	£ 1,003.50		£ 1,003.50
Marcus Young Landscapes	Grass cutting June + Litterbin emptying	BACS	£ 384.00	£ 76.80	£ 460.80
Shared Creative	Social media management August	BACS	£ 155.00	£ 31.00	£ 186.00
Charity Fundraising Ltd	Feasibility study fundraising Roman Park: Initial fee unbilled - total fees as agreed	BACS	£ 560.00	£ 112.00	£ 672.00
Watermead Parish Council	Contribution for storage costs at Watermead 1st August to 31st July	BACS	£ 286.00		£ 286.00
Watermead Parish Council	MVAS costs paid on behalf of Berryfields PC for steel brackets & tamtorque bands	BACS	£ 262.57		£ 262.57
Taplins Plant Hire	Event loo for Play Around the Parishes 31.7.17	BACS	£ 45.00	£ 9.00	£ 54.00
Mrs J Russell	Book keeping June	BACS	£ 5.00		£ 5.00
		TOTAL	£ 2,701.07	£ 219.80	£ 2,929.87
20th September 2017					
Taplins Plant Hire	Fete hire equipment	BACS	£ 244.50	£ 48.90	£ 293.40
Sign Wizzard	Signage & fitting MUGA/Playground/Dogs on leads for Berryfields Green	BACS	£ 580.00	£ 116.00	£ 696.00
Mazars LLP	External audit Berryfields PC accounts to 31.3.17	BACS	£ 425.00	£ 85.00	£ 510.00
Shared Creative	Social media management September 2017	BACS	£ 155.00	£ 31.00	£ 186.00
Aylesbury Vale District Council	Planning application fee for outline planning Village Courtyard & mound	BACS	£ 2,910.00	-	£ 2,910.00
Mrs S J Seveern	Net salary £863.20, Office £50, Exps: 175 miles @ .45p re: fete £75.85, software, tel, share of costs £35.00	BACS	£ 1,039.95	-	£ 1,039.95
	Repayment from Barclays Bank re: 9 hours work and additional phone costs re account managemenT	BACS	£ 225.00	-	£ 225.00
Paid budgeted expenditure for ratification					
Blackwood Architects	Amended 3-D view of hall, meeting town planner, drawing, design statement		£ 840.00	£ 168.00	£ 1,008.00
	Amend 3D drawings ex village hall, ramp & mound slopes and gradients		£ 560.00	£ 112.00	£ 672.00
Shared Creative	Social media management August 2017		£ 155.00	£ 31.00	£ 186.00
Burgess Office	Office furniture		£ 247.00	£ 49.40	£ 296.40

The accounts to 14th September were approved as circulated.

Village Hall Fundraising: It was resolved to maintain a separate deposit bank account at Lloyds Bank for Village Hall Fundraising to ensure that these funds were ring-fenced.

The Chairman circulated a paper from Charity Commission regarding Trust status and treatment of village halls in response to a suggestion made by the Clerk that the PC set up a charitable trust to handle fundraising and manage future facility and building.

9. Berryfields News & Communication

Next edition of Berryfields News expected at the beginning of October. The Clerk reported that she had nearly completed it, but more contributions would be welcomed for the News.

Social Media communications: Shared Creative's current contract for social media management is due for review in October. The Chairman proposed that the contract was reviewed and other agencies offered to tender for this and management of the PC's website. This was agreed.

Action Clerk.

10. Summer events

Cllr Inch reported that the village fete had been a success, although enormously hard work with few volunteers. The event was much larger than last year's with more attractions. It was expected that, once all payments/receipts were accounted for a profit of some £1,500 would have been made (to be confirmed at next meeting). There are a number of learnings to take away for future events and some more capital items had been purchased for future use.

Cllr Waite stated that he thought the organisers should be congratulated for an excellent event.

Play Around the Parishes was a success for the small number of attendees. The weather was extremely poor and attendance was low.

11. Highways & Transport

Sentinel Speed Watch is now in operation in the village. Speeders are recorded and Letter sent to registered keeper, first warning, second time strong warning, third to roads policing. MVAS data soon.

The Chairman advised that he and the Clerk had met the Headmaster and Finance Director of AVA school with Cllrs Paul Irwin and Ashley Waite to agree way forward for yellow lines at school. These should be installed shortly, with legal requirements to be completed including Traffic Regulation Order, hopefully by end of Autumn.

12. Meetings & Matters of Report

The Chairman and Clerk attended meeting with new Area Commander for Thames Valley Police. It was noted that the Police were extremely stretched in terms of officers available to patrol and attend emergencies. Councillors resolved to write a letter of support to the Area Commander, with further letters to the TVP Commissioner and Rt Hon David Lidington MP drawing their attention to the situation.

Christmas float: PC has been offered use of float by Waddesdon PC for Berryfields. This is a much-loved feature of Christmas in parishes where the float, drawn by a car or tractor is driven through the streets with carols and Father Christmas on board. Berryfields PC will contribute £100 to the cost of the float and it was suggested by Cllr Lane that they combined efforts with the Friends of Berryfields School, if they wish. This was agreed. Funds raised will therefore be shared between the group and Village Hall Fund.

Cllr Phillimore will run the Christmas tea in Berryfields for over 50s once again, date to be confirmed, provisionally 8th December. Tickets will be issued. Volunteers will be needed to assist. A member of the public present offered to help. The matter will be on next month's agenda for final arrangements to be decided.

Waddesdon PC is holding a Christmas lunch in December and had invited Berryfields residents to take part. Councillors decided that they preferred, at present, to hold events within the parish but thanked Waddesdon for their invitation.

Cllr Phillimore suggested a Christmas leaflet showing events be circulated before Christmas.

13. Casual Vacancies

The Clerk reported that the Returning Officer has given the Council permission to co-opt two new members to the Council.

Councillors agreed that the process of co-option should be commenced. The Clerk will put up notices and request interested candidates to contact her. Candidates will be invited to speak to members at the October meeting of the Council, with a vote taken by councillors immediately following the meeting.

14. Date of next Parish Council Meeting:

Wednesday 18th October 2017.

Due to the confidential nature of the business to be discussed, Councillors moved a motion to close the meeting to the press and public under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960. Proposed by Cllr Satterly, seconded by Cllr Lane, agreed unanimously.