
DRAFT

**Minutes of Berryfields Parish Council meeting held on
Wednesday 15th November 2017, in the Community Rooms,
C of E Primary School, Berryfields, HP18 0PS**

Present Councillors: Duncan Satterly (Chairman), James Inch, James Wilks, Mike Barns, Simon Carter, Louise Rees, Sue Severn, Parish Clerk, Anthea Cass, Assistant Parish Clerk.

1 member of the public.

1. Apologies for absence:

Councillors: Wendy Phillimore, Gareth Lane and David Williamson.

2. Open Forum (under adjournment):

It was mentioned that the Rotary Club have advertised on Facebook that they are bringing their Christmas float to Berryfields this Christmas the day after Berryfields' own float. It was resolved that Anthea Cass would contact them to discuss. **Action AC.**

3. Police report and Neighbourhood Policing, Road safety

No police report this month.

The Chairman advised that at the end of September there had been 9 reported crimes, the majority of these being for anti-social behaviour. This is an improvement.

4. Declaration of Interests

None.

5. Minutes of the previous meeting 18th October 2017

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

6. Planning:

17/03856/APP 7 Redcurrant Avenue, Berryfields.

Single Storey rear extension.

The Parish Council has no objection to this application and is neutral.

17/03863/AP Land to rear of Gala Road HP18 0XX

The Parish Council has no objection to this application and is neutral.

17/03340/APP 1 Russet Street HP18 0GN

Erection of Front Porch

The Parish Council has no objection to this application and is neutral.

7. Land and Facilities

Clerk's Report circulated to Councillors:

- Lease for Roman Park has been agreed and sent to the landowner for approval.
- It was resolved that RTM Landscapes be appointed to carry out the allotment preparation and land clearance work at Roman Park at the cost quoted. The contract will be for one year, with a review. Work to be carried out as soon as possible. **Action** Clerk.
- Cllr Inch has asked who will continue to maintain the land once the work has been completed. The Clerk confirmed that RTM will do this, including grass cutting and weed spraying. This will be for the growing season. The cost for this will be £180 a month and will start next spring. This will be on a limited contract and will be reassessed at the end of the first year.
- The initial budget for allotments preparation and provision is £15,000 which will leave some spare budget for unexpected costs. There will be approximately 30 allotment initially and each allotment will be half a plot. The plots will be laid out with grassed paths between, perimeter stock fencing and a grass road which will only be usable during extended periods of dry weather and in summer. Water will be provided by bowser.
Resolved: To appoint RTM Landscapes Ltd to carry out the above work. Proposed by Cllr Inch, seconded by Cllr Barns, agreed unanimously.
- Berryfields Green Shed: Having discussed the options for security councillors resolved to leave it without security provision. Cllr Barns will fit replacement nuts and bolts on Sunday 19th November, no tradesman will be necessary. The issue will be revisited, if necessary.
- Lighting proposal for Berryfields Green: Councillors resolved to monitor the situation and re-consider at a later date, if necessary.

8. Finance

Payment run: Approved and signed as circulated.

Payee	Detail	Net	VAT	Total £
Marcus Young Landscapes	Grass cutting Berryfields Green x 2 £160, Marston Brook x 2 £160, weekly litter bin emptying £10	£ 420.00	£ 84.00	£ 504.00
Schwab & Co Legal Services	Legal fees: Transfers of Berryfields Green and Marston Brook & land North side of Ox Ground	£ 700.00	-	£ 700.00
Schwab & Co Legal Services	Preparation of draft Lease for Roman Park	£ 100.00	-	£ 100.00
HB Law	Legal fees on behalf of AVDC with London Borough of Harrow legal services (HB Law)	£ 1,750.00	-	£ 1,750.00
Sure2Door	Printing 2000 A5 Christmas event leaflets £61.05, solus delivery £225	£ 286.05	£ 45.00	£ 331.05
Ms Anthea Cass	Net salary £460.80, Expenses Mileage expenses 42 miles @.45p	£ 479.70	-	£ 479.70
Mrs S J Severn	Net salary £1179.10, Office £50, Software/phone/wifi £35, Expenses Mileage 66 miles @ .45p	£ 1,293.80	-	£ 1,312.50
	TOTAL	£ 5,029.55	£ 129.00	£ 5,177.25

Accounts to October 2017 will follow, together with budget proposals for next financial year.

9. Berryfields News & Communication.

The Clerk reported a call from a new Berryfields resident who is a personal coach with a fitness gym in Berryfields. He has offered help in community and will advertise in Berryfields news.

Simon Lloyd, another resident, has volunteered to take over design of Berryfields News. He submitted design formats, which impressed councillors who were very grateful for this offer, and look forward to seeing the next edition.

Cllr Carter suggested a gardening column for each edition, suitable for the season, we need to find a volunteer to write this. The Clerk will ask the Watermead Garden Society for an initial article and they have also offered to help with the allotments

21st December is the date for the next copy.

It was also suggested that an update on the Roman Park is included in next edition to make sure all residents were aware of the work in progress.

50/50 draw needs relaunch. The Parish Clerk will write to the current members and ask if they will put their money back into the next draw. Support is needed to give this project new life and get it up and running. This item is to be revisited and put back on January agenda for next month.

10. Events

Chairman Cllr Satterly has asked for Councillors to volunteer to shake buckets at the Christmas Carol float between 5pm and 8pm on. It was agreed that the float should stick to the main roads through Berryfields. Up to 16 volunteers are needed. Cllr Rees, Cllr Carter, and Mr Terry Brown (resident) have all offered their services. Cllr Rees will ask at the AVA PTA for volunteers. Parish Clerk will purchase new collection buckets, hi-viz and some torches. All children under 16 years of age must be accompanied by an adult.

The funds raised from the Christmas Float will be split between the Village Hall Fund and Friends of Berryfields school. We will use social media to help promote for this event. There will be a 'Track Santa' on Facebook.

Cllr Inch asked that we speak to Aylesbury Rotary and let them know that we have our own float going around Berryfields also, and give them the opportunity to send their float to a different area. Berryfields is too big for us to cover it all so maybe we could split the route. **Action AC.**

We will also introduce ourselves to the Rotary. This could be beneficial for future events.

School Engagement

No report received from Cllr Lane, who was absent from the meeting.

Over 50s Christmas tea: There are 6 bookings to date. The Assistant Clerk will work with Cllr Phillimore Wendy to ensure all runs smoothly.

11. Highways & Transport

Sentinel Another parishioner has offered to do a session on sentinel. Cllrs Wilks and Inch have offered their services. The Chairman mentioned seeing a camera mounted in a car in Berkhamstead and suggested we get a longer lead so we could do the same. We should get a longer lead from the manufacturer. **Action** Clerk.

Community Safety will be placed on January's agenda. The Clerk needs to do further research into cost/benefit and a business case will be required but we do not have sufficient information at present.

12. Meetings & Matters of Report

Budget meeting - Councillors to choose a date. Suggested meeting in the new year. The Clerk has asked councillors to send suggested bids for budget in good time before the meeting. Cllr Inch agreed. The meeting date was agreed at 7.00pm on 4th January 2018 at the C of E School.

The Clerk will circulate a sheet with additional column for budget before the meeting and will also provide precept levels for all neighbouring parishes.

It had been reported to the Clerk, by various parishioners and other that the staggered crossroads by the gated road is were very dangerous due to parking for the school. As yellow lines have been put outside the school parents are now parking on the crossroads.

The PC has worked with Bucks County Council traffic experts and the school to ensure that the parking area in the school is used, and that parking does not encroach on the highway. Cllr Waite (AVDC) undertook to work with the PC to improve this situation, but did state that this was not a problem only in Berryfields, it is county wide. Every effort will be made to get enforcement once the Traffic Regulation Order is in place. In the meantime Cllr Barns suggested, and it was agreed, that a letter be sent from the PC to BCC highlighting the issue and request swift resolution. This letter would be made available on the PC's website for information for parishiners.

13. Date of next meeting:

17th January 2018

Working Group meeting for councillors 4th January 2018, 7.00pm.

There being no further business, the Chairman closed the meeting.