

**DRAFT Minutes of Berryfields Parish Council Meeting Wednesday 20<sup>th</sup> November 2019**  
**held at Community Rooms, C of E School, Berryfields**

**Present:** Councillors Simon Carter (Chairman), Louise Rees, Ashley Waite, Monique Foster, James Inch, Laurilee Green, Naser Habib, Sue Severn Parish Clerk, Anthea Cass Deputy Clerk.

1. **Apologies for absence**

Agnes Alborzpour Assistant Clerk.

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

Cllr Laurilee Green declared a personal interest in planning application Ref. No: 19/03753/APP | 753/APP | Proposed roof conversion into bedroom accommodation

3. **Open forum**

One member of the public attending.

The white lines on the roundabout at the shops are causing a few minor accidents as indicating incorrectly 'give way'. The resident has discussed with Cllr Paul Irwin who will consult the Consortium and try and get the problem rectified. The Clerk confirmed she would follow this up.

4. **Police report and Neighbourhood Policing**

The Clerk advised that she has received an email from Aylesbury North Police Constable Burns-Bright giving her apologies for being unable to attend the meeting but has confirmed there is nothing significant to report. Work continues to be carried out with county lines gangs and there have been recent successes. Berryfields remains a safe community.

5. **Planning**

**Ref. No: 19/03753/APP | 753/APP | Proposed roof conversion into bedroom accommodation** | 18 Braeburn Road Aylesbury Buckinghamshire HP18 0HU

Full Details : <https://publicaccess.aylesburyvalcdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PZK65NCLLZ300&prevPage=inTray>

Cllr James Inch made comment that converting two bedroom houses to three bedrooms is reducing the number of first time buyer houses on the development. It appears that the house is currently three bedroom, the rooms are being re-configured and additional bathroom fitted.

Councillors were Neutral and had no objections to this application.

**19/03843/APP** | Erection of rear conservatory | **8 Bramley Road Aylesbury**  
**Buckinghamshire HP18 0XF**

Full details: <https://publicaccess.aylesburyvaledc.gov.uk/online-wapplications/applicationDetails.do?activeTab=documents&keyVal=PZVWP8CLM6Q00&prevPage=inTray>

The PC is Neutral in respect of this application and has no objection.

6. **Minutes of the Parish Council Meeting held on 16<sup>th</sup> October 2019**

The draft minutes circulated were approved and signed as a true record by the Chairman.

7. **Land & facilities**  
**Roman Park & Village Hall**

Cllr Carter confirmed the legal transfer of land is now complete.

Discharge of conditions – The Clerk confirmed she is working her way through planning conditions with Blackwood Architects and the PC's consultants to get as much work as possible completed and Discharge Applications made before Christmas. These include Landscaping, Ecology and Wildlife.

Discharge for Car Parking condition includes temporary purchase of 10 spaces in the station car park exclusively for BPC use.

SUDS Condition more difficult. Some of the trial pits had not drained well and when installing mains pipe deep underground it was found that underneath clay layer there was sand. Three further trial pits will be dug next week to confirm that there is a porous layer which will assist with SUDS draining. The SUDS Consultant is supervising work and will provide the required calculations to the EA. .

Cllr James Inch asked if we can get pads ready for the temporary building. The Clerk advised David Stanley is waiting for dry weather before they can do this but Blackwood Architects are in direct contact and will work with them to achieve swiftest site preparation and move.

Temporary village Hall: Final quotes awaited from various suppliers. In the meantime drawings being provided to architects to allow them to submit to LPA for approval.

There are 17 Conditions in total to be discharged. The work is concentrated on discharging pre-start Conditions to allow build to commence.

A kick-off meeting was held on 20<sup>th</sup> November with Landscape and Ecology Consultants who will, jointly, create Landscape, Ecology Plan, the Clerk will produce Land Management Plan to go alongside (with their input and oversight) and these will be submitted together. A timeline of three weeks has been agreed for this work. There will be designated areas where residents can plant their own tree.

Cllr James Inch advised that this can be an ongoing project as all trees should not be the same age and must be planted over a period of time. An 'edible hedge' will be planted along the railway line including berries and other colourful hedge plants to attract both wildlife.

48 Versailles boxes will be needed for the central avenue of trees. Waddesdon Estate has donated one which can be taken apart and used as a template. It is the intention that prison

inmates, Men in Sheds or other social enterprises be asked to work with the PC to build these boxes.

Services to mains are almost complete. Electricity meter due and connection will be functioning next week.

Project to bring mains to site is on budget and on time.

Cost Monitor will be completed and circulated to Councillors before budget meeting in December together with budget for next work packages.

## 8. Allotments

The Deputy Clerk reported that two more allotment plots were in the process of being let. RTM will spray the overgrown plots.

Councillors are currently in discussion about the solar wells to find a solution in the best interest of all concerned. It is important to ensure the wells are working by the spring. Cllr James Inch commented that we will have mains water by then but this is not the answer.

## 9. Parks and Safety Inspections

Proludic is coming next week to inspect the newly installed rubber mulch surfacing at Berryfields Green to see if it meets specification and to advise on required reapers.

## 10. Finance

The payment run was agreed as circulated:

<b>BERRYFIELDS PARISH COUNCIL</b>				
<b>Payment run 20th November 2019</b>				
Payee	Detail	Net	VAT	Total £
S Severn	Net salary & expenses			£ 2,759.40
A Cass	Net salary & expenses			£ 1,139.57
Agnes Alborz Consulting	Invoice No PC001812: 40 hours social media & marketing 30 hours project management			£ 1,050.00
Blackwood Architects	Invoice No. BVH15/ps PROFESSIONAL FEES & expenses Linesearch application fee	£ 750.00	£ 140.00	£ 890.00
	Invoice No. 19047-02 Setting out 12 manholes, survey compound, electric slab	£ 250.00	£ 50.00	£ 250.00
Swarco	MVAS maintenance contract	£ 318.00	£ 63.60	£ 381.60
Baughan Pest Control Ltd	Invoice 2947 bi monthly vermin service Lawson Road	£ 80.00	£ 16.00	£ 96.00
John Moore Heritage Services	Invoice 20-44 HER charge & part of BCAS preparation of scheme for Conditions discharge	£ 540.00	£ 108.00	£ 648.00
Came & Co	Invoice 41131555 insurance premium Roman Park play area equipment	£ 288.77		£ 288.77
Pickerings Hire	Invoice 621268 monthly hire charge for site hut and container Roman Park project	£ 77.69	£ 15.54	£ 93.23
Festival Hire	Invoice 022080 hire equipment Father Christmas event inc delivery/collection/cleaning			£ 105.79
Fowler Electrical	Invoice No INV-183453 additional costs repair electric point & outside sockets for jet wash	£ 42.00	£ 8.40	£ 50.40
Fowler Electrical	Invoice No INV-183452 Agreed costs in accordance with quotation electricity mains & supply to Roman Park site	£ 9,406.21	£ 1,881.24	£ 11,287.45
Sandy's Plumbing	Invoice 18919 Stage 3 payment. Small remaining works to be invoiced separately (weather dependent)	£ 20,000.00	£ 4,000.00	£ 24,000.00
		<b>£ 2,304.46</b>	<b>£ 393.14</b>	<b>£ 43,040.21</b>

Councillors agreed the accounts to the end of October.

Budget working group meeting will be held on Wednesday 18<sup>th</sup> December. The Clerk requested Councillors provide details of any budget submissions they wish to include well in advance. Cllr Lane requested provision for a further noticeboard to be placed in the Commercial Centre.

## 11. **Events Working Group and 2019 Events**

The Clerk asked if Cllr Gareth Lane could reduce the size of the coffee stop poster on the community notice board so there is more room for other posters.

**Christmas tea 2pm Thursday 5<sup>th</sup> December.** – There are 28 bookings so far.

The AVA school choir (Mix96 Bucks Best Junior Choir winners) will be singing for the guests at the tea.

**Father Christmas Tuesday 10<sup>th</sup> December 6-8pm at Berryfields Green.**

Cllr Monique Foster updated on the progress and the event plan.

Miller and Carter will bring mulled wine, fruit juice and mince pies.

Cllr Simon Carter confirmed we can use his house as a base. Set up from 1pm onwards.

## 12. **Berryfields News & Communication**

The latest newsletter has been released and has received very positive feedback.

This will be added on to the website in due course.

The Clerk will drop some of the remaining newsletters off at Berryfields medical centre. Cllr Lane requested copies to the schools.

All Councillors agreed that this format will be used for the next newsletter.

Next newsletter will be produced in February. VE day will have its own newsletter.

Cllr James Inch said that half yearly newsletters would be advisable with adhoc newsletters in between if and when developments occur.

The member of public suggested that maybe newsletters could be numbered instead of dated for ease of reference.

## 13. **Litter in Berryfields**

Cllr Ashley Waite confirmed that the litter pick was successful. He said that for future picks he may tighten up on the area to be covered and use social media to see which areas are most in need of a litter pick. 22 bags of rubbish were collected and the weight of these is still to be confirmed. It was reported that there was a lot of rubbish in the hedge by school. This could be because there is no bin outside school to use. Cllr Monique Foster confirmed that the last litter pick didn't move away from the school as there was so much rubbish there. The Clerk will ask the Consortium for another bin outside the school. The member of public made comment that lots of litter is thrown out of cars as they pass the school.

## 14. **Highways & transport**

MVAS & Sentinel

The Sentinel is now repaired. The Clerk will collect it and give to Cllr James Inch.

Waddesdon police will be able to support in a few months.

Clerk confirmed that MVAS is now accessible. Cllr James Inch stated that the issue is trying to find out where majority of the traffic issues are. He has not received any feedback of cars speeding. MVAS by the shops may give an idea of number of cars which drive through the development.

15. **Meetings & matters of report**

Cllr Ashley Waite advised that a review of the Oxford-Cambridge Expressway had been announced..

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

Budget Working Group 18<sup>th</sup> December 7.30pm.

December: No Meeting

**2020**

Wednesday 15<sup>th</sup> January

Wednesday 19<sup>th</sup> February

Wednesday 18<sup>th</sup> March

Wednesday 15<sup>th</sup> April

Wednesday 20<sup>th</sup> May **Annual Parish Meeting and Annual Parish Council Meeting**

There being no further business the Chairman closed the meeting at 8.45pm.