

DRAFT

**Minutes of Berryfields Parish Council meeting held on
Wednesday 14th February 2018, in the Community Rooms,
C of E Primary School, Berryfields, HP18 0PS**

Present : Councillors Duncan Satterly (Chairman), James Wilks, James Inch, Wendy Phillimore, Simon Carter, Louise Rees, David Williamson (Vice Chairman), Gareth Lane
Parish Clerk Sue Severn, Assistant Parish Clerk Anthea Cass
Six residents and Councillor Ashley Waite (AVDC).

1. Apologies for Absence :-

Cllrs Paul Irwin (BCC), Mike Barns (BPC)

2 Open Forum (under adjournment)

One local resident enquired as to whether there are any restrictions on trading from a private house. It appears a landscape gardening business could be trading from their home address and parking works vehicles at the premises. It is thought that they might require planning permission. The Parish Clerk will confirm with AVDC.

The Taylor Wimpey Site, accessed from Redcurrant Avenue is being used by commercial vehicles to park when delivering to the site. This causes considerable inconvenience to residents and it is believed planning conditions preclude this. The problem appears to arise when vehicles arrive before the site gates open.

The Clerk was asked to speak to the developer to see if it was possible to resolve this by asking suppliers and sub-contractors not to park in residential roads. **Action** Clerk.

3. Police report and Neighbourhood Policing, Road safety

Cllr Satterly gave a warm welcome to Sgt Russ McFarlane.

Sgt McFarlane advised that there had been 103 'occurrences' in Berryfields in January. From this there were no actual recorded issues. An anti-social driver had been given a warning for his dangerous driving. If this happens again the Police will seize the car. There had been one theft from a motor vehicle, where a wallet had been left in the car. There were no burglaries of dwellings and no drugs offences. There had been no recorded assaults between strangers. Sgt McFarlane also confirmed that the aggravated burglary where two people were stabbed was not a random attack and residents could sleep happily in their beds. One robbery has been reported where a bike stolen.

There had been 183 occurrences in February. There had been no reports of damage to vehicles. There had been 2 thefts to vehicles, no drug issues and no assaults. Emma Norman is the new PC in the area. Sgt McFarlane made a point that Face Book generates many problems. Social media makes it look that police do not respond to things that are happening. This is not the case, up until next week the Police have had no access to Face Book, so have been unable to make comment.

There was no resident attendance at the 'Have your say' meeting with the Police and community. This is quite normal and it was thought that maybe Social media is the way forward once the Police have access to it. Aylesbury North is now manned by one police officer and two PSCOs.

Sgt McFarlane confirmed there are no burning issues at present. Councillor Williamson requested that we have reports of actual crime figures on a regular basis. Sgt McFarlane asked that residents report any issues via 101, instead of putting on Face Book.

Councillor Carter asked for figures so that he can put a report in the next edition of the Berryfields News. These will be accessed from the TVP website if necessary.

Chairman Satterly will keep in contact with Sgt McFarlane and gave the dates of future meetings to him as he hopes to be able to attend, when on duty.

Chairman Satterly thanked Sgt McFarlane who then left the meeting.

4 Declaration of Interests

None.

5 Minutes of the previous meeting 17th January 2018

The minutes of the meeting of Minutes were agreed and signed as a true record by Vice Chairman David Williamson, the Chairman had been absent from the meeting.

6. Planning

17/03863/APP Land to Rear of Gala Road, Aylesbury, Bucks. HP180XX

The Parish Council has no objections and remains neutral.

17/02893/APP Land off Henry Lee Crescent, Aylesbury

This refers to technical information about drains on this site and required no comment from the Parish Council

Section 106 funds: It was agreed that Section 106 funds becoming available as off-site sport and leisure contributions should be utilised towards the village hall project.

7. Land and Facilities

There have been more applications for allotments than there are available. The Clerk asked if Councillors would consider releasing more land (phase 2) at Roman Park for more allotments. Councillor Inch suggested it might be better to take the lessons learned from the first phase before expanding.

Councillor Inch suggested that all residents should have an equal chance of getting an allotment. Cllr Wilks agreed and it was decided that for the first phase people would be asked to share as much as possible.

People on the waiting list will have the first option of an allotment, those who will allotments will not be able to have another one until the waiting list is clear.

One lesson already learned is that allotments need to be developed at the right time of year as it is being held up currently due to the weather. The Clerk will obtain a quote from RTM for the cost of the phase 2. It may be prudent to develop at the same time.

Residents asked if there will be a timescale as to when the allotment needs to be cultivated. The Clerk suggests that the allotments are cultivated immediately as they will be handed over ready to work.

Car parking for the allotments will be along the road at first. Water butts and a Bbwser will be provided (hopefully through grant funding). Water troughs will also be provided.

Cllr Carter asked if residents have been notified if they have received an allotment. The Clerk said once ready, all on waiting list will be invited to the site on a Saturday and there will be a ballot system for plots. All names will be placed in a hat and will be drawn to see which plot are allocated. Councillors agreed that any further allocations will be on a first come first serve basis.

The Parish Council will apply for a grant for sheds.

Community Rooms update – The Parish Clerk and Councillor Waite attended a meeting with Hans at the AVA.

Councillor Waite confirmed that community facilities are now managed by BAM. The cost of hiring the school rooms has gone up and resident discounts removed, in addition, VAT is charged and the booking process is really difficult. He made the point that the previous meeting with BAM was unproductive. The School believes it has sent its rate card to BAM and that they were charging accordingly. They agreed to look into this and seek ways to improve the situation both in the short and longer-term.

The message to hirers is that Mr Copas is aware of all the issues and will get back to Cllr Waite and the Clerk as soon as possible.

Cllr Williamson asked if we could do something in the interim such as give financial assistance to those organisations affected. The Clerk advised that this was not possible.

A local resident made comment that the school is centre of the village and maybe they should look after their residents. Green Ridge school will soon have letting rooms and will latch on to the fact that BAM is too costly.

8. Finance

The payment run, as circulated, was agreed and signed by two councillors present:

Payee	Detail	Total £
Mrs Janet Russell	Book keeping Decmeber 2017 and January 2018 total of 17 hours	£ 150.00
Aylesbury Vale District Council	Dog waste services plus sanitising April 2017 to March 2018, fortnightly from 17.11.18	£ 348.69
RTM Landscapes Ltd	Clear site at Roman Road, install barrier, supply and fit stock proof fencing to allotment area, supply and fit gate to allotment area (all in accordance with quotation, remainder of works to be carried out as soon as weather permits).	£ 5,159.16
Marcus Young Landscapes Ltd	Berryfields Green & Marston Brook litterbin emptying January 2018 (5 weeks)	£ 120.00
Mrs S Severn	Net pay £1195.10, Office provision £50, Software & phone share of costs £45, mileage expenses £29.70	£ 1,319.80
Mrs A Cass	Net pay £460.80	£ 460.80
		£ 7,558.45
Budgeted Payments made for ratification		
Sure2Door	Printing and delivery Berryfields News	£ 1,059.12
HMRC	Under payment NIC not collected by standing order, including additional employee	£ 1,233.26
D J Lucas	Emergency callout and repairs to metal shed Berryfields Green	£ 50.00
Came & Co	Additional insurance premium for play equipment added to policy Berryfield Green & Marston Brook	£ 460.75
Lock & Key Centre	Additional keys for MVAS	£ 20.00

Finance software

A proposal from Cllr Williamson had been circulated regarding purchase of accounting software for the parish. He reported that the various packages would be evaluated and a suitable choice recommended to Council.

Cllr Williamson proposed, Cllr Carter seconded and it was agreed unanimously that the Clerk should proceed with the purchase when evaluation was complete up to a cost of £600 per annum.

Risk Assessment and Management including Financial Risk Assessment & Management Policies were agreed as circulated with minor amendments suggested by Cllr Carter, (adding Father Christmas Float health & safety) and was approved and adopted by Berryfields Parish Council unanimously for 2018/19.

Councillor Lane suggested that the Flooding of allotments should be considered. It was believed this would be unlikely due to their position at the highest part of the park.

Grant funding for Roman Park project

The Parish Clerk requested that applications for suitable grants be devolved to her to enable her to ensure the Parish Council applies for suitable grants as funding becomes available.

The Chairman suggested that the Parish Council approved this suggestion with the proviso that all grant applications be notified to the Chairman and Vice Chairman as soon as practicable, and a report of any grant funding applications made to the next full council meeting.

9. Berryfields News and communication

Cllr Satterly reported that he has now taken over responsibility for Berryfields News and all contributions should now be sent to the editorial email address news@berryfieldspc.org. He would welcome support by way of contributions, advertising, news from all.

Next copy deadline is 31st March for summer edition.

The Parish Clerk advised that a few of the advertisers were missed off the Spring edition and in the meantime a page for Berryfields News advertisers will be added to the website.

10. Events

Councillors considered a proposal to book Bucks Play Association to at a total cost of £800 to provide as many sport and activity days for Berryfields residents' children during summer holidays. These activity days are open to all children, including those with learning difficulties.

It was proposed by Cllr Inch that a budget of £800 be agreed, second by Cllr Phillimore, that the expenditure be approved, with participants being charged £10 per child, per day, £6 per child, per day for concessions. Agreed unanimously.

Mr Hans Copas of Aylesbury Vale Academy will be asked to see if they have some free of charge space which could be made available for the scheme. If not the MUGA at Redcurrant Avenue could be used, with hired loos and gazebos for shelter.

Funfair It was agreed that the first fundraising event will be a funfair at Roman Park during summer which will be provided by Tom Smith of Stoke Hammond. Proceeds from this will be donated to the Village Hall Fund.

Cllr Waite advised that he had recently signed up with Ticketsource, a good resource for ticketing events, if required. The service includes selling tickets, refunding tickets and sending electronic tickets for a modest charge. The details were noted.

11 Highways and Transport

The Sentinel speed camera was only used once recently, due to lack of volunteers. The PC needs more volunteers since two are required at any time. Cllr Inch advised that it was not necessary to run the Sentinel for a long period, even half an hour was useful.

Any volunteers wishing to help should contact the Parish Clerk, clerk@berryfieldspc.org.

Waddesdon Police station are working with us now to collate data.

MVAS results will come back soon to compare against the residents reports on Facebook and website.

12 Meetings and Matters of Report

Cllr Carter attended an induction course on 25th January and was most impressed.

He also attended the Garden Town meeting on 8th February. He reported that it had been interesting and an opportunity for planners to gather ideas from attendees.

13 Date of next meeting

Wednesday 21st March 2018

Wednesday 18th April 2018

ANNUAL PARISH MEETING followed by ANNUAL PARISH COUNCIL MEETING

Wednesday 16th May 2018

Wednesday 20th June 2018

Wednesday 19th July 2018

August, no meeting

Wednesday 19th September 2018

Wednesday 17th October 2018

Wednesday 21st November 2018

December, no meeting

There being no further business the Chairman closed the meeting.