

DRAFT

**Minutes of Berryfields Parish Council meeting held on
Wednesday 21st March 2018, in the Community Rooms,
C of E Primary School, Berryfields, HP18 0PS**

Present : Councillors Duncan Satterly (Chairman), James Wilks, Wendy Phillimore, , Louise Rees, David Williamson (Vice Chairman), Parish Clerk Sue Severn, Assistant Parish Clerk Anthea Cass

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| 1 | Apologies for Absence |
| | CLLrs Paul Irwin (BCC), Ashley Waite (AVDC), Gareth Lane, Simon Carter and James Inch |
| 2 | Open Forum (under adjournment) |
| | <p>The Chairman reported that Cllr Mike Barns has sadly resigned from his position on the Parish Council as he feels he doesn't have the time to put into the role. The Chairman and Councillors present thanked Mr Barns for his service and contribution to the work of the Parish Council. The Chairman will send a formal letter of thanks to Mr Barns.</p> <p>One new resident made two comments, the first about the constant parking outside the school on double yellow lines and also secondly asked if there was the possibility of a Ring road around the town as it takes him so long to get to work each day. The Chairman and councillors advised that the lines would soon be covered by a Traffic Regulation Order to facilitate enforcement but that a ring road was dependent on developer contributions and relied on development taking place around the town of Aylesbury.</p> |
| 3 | Police report and Neighbourhood Policing, Road safety |
| | <p>No member of the Neighbourhood Policing team was free to attend and the Chairman reported that there was nothing new to report. He commented that the figures seemed to be published shortly after each Parish Council meeting, so were not in time.</p> <p>Independent Advisory Group meeting was attended by Cllr Satterly and the Parish Clerk. There were no matters reported which were specific to Berryfields. It is clear that the Police are doing a good job with limited resources.</p> <p>It was reported that a resident of Berryfields has been jailed for attempted murder of a police officer.</p> |
| 4 | Declarations of Interest |
| | None. |

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| 5 | <p>Minutes of the previous meeting 21st February 2018</p> |
| | <p>The minutes of the meeting of 21st February were agreed and signed as a true record by Cllr Satterly.</p> |
| 6 | <p>Planning</p> |
| | <p>18/00699/APP Berryfields MDA, Construction of electric sub-station and auxiliary works in (connection with commercial centre). Councillors resolved to ratify their decision to support this application, enabling the new store construction to commence. This decision had been advised to the planning authority in order to speed the process.</p> |
| 7 | <p>Land and Facilities</p> |
| | <p>The shed on Berryfields Green is constantly being destroyed by local children and has become high maintenance as well as costly.</p> <p>It was suggested that we need to publish the cost of maintaining the shed, to let the residents understand the magnitude of costs. Councillors agreed, after discussion, that the best solution would be to dismantle and remove the shed. Items stored in the shed had already been moved to container in Watermead. The cost of dismantling the shed will be in the region of £150. It was proposed by Cllr Satterly, seconded by Cllr Phillimore and agreed unanimously that the shed be demolished and removed.</p> <p>Allotments</p> <p>The Clerk reported that RTM Landscapes Ltd had provided a quotation for preparing and laying-out the Phase 2 allotment site together with associated work. The carpark will go in the bottom corner of the land and will have a locked barrier. The cost of works quoted is £11500. Grounds maintenance will be at a cost of £300 per cut for up to 12 cuts per year for the allotments and adjacent land. There will be 14 additional allotments, providing 28 half-plots which will enable those on the waiting list to each have a plot. The cost of preparing vehicle access, clearing the ground, installation of Ascot fencing with mixed field hedging behind, to the southern site boundary is £4,700.</p> <p>Cllr Williamson confirmed that there was sufficient budget to carry out this work this year. It was proposed by Cllr Williamson, seconded by Cllr Rees, and agreed unanimously that RTM Landscapes be asked to carry out the works detailed for the provision of Phase 2 of the allotments.</p> <p>The Clerk reported a quotation from K & Z Sheds who have offered a highly discounted price £300 for 4ft x 3ft pent sheds, fully installed on concrete bases for each of the allotment plots. Grant applications have been submitted for funding for the sheds, the water bowser and trailer, and water butts.</p> <p>Cllr Williamson proposed, seconded by Cllr Phillimore that these items be purchased for the allotments. Agreed unanimously.</p> |

The Clerk and Cllr Waite are due to meet with the Finance Director of the School to further discuss the issues with the Community Rooms and possible solutions being considered by the School. They had nothing further to report until this meeting had taken place.

Tom Smith's Fairground will be at the Roman Park the weekend of 22 July. The Parish Council will receive a percentage of the takings. This will be the first fundraising event on the Park.

Cllr Satterly asked for volunteers for a litter picking group. No volunteers came forward so this will be revisited at another time.

Beacon Lighting – Armistice Day 11th November 2018

This will take place on the mound in the Roman Park. The Beacon should be lit at 7pm (subject to confirmation from HM Queen's Pageant Master in due course) as part of the National Chain of Beacons.

A Parishioner asked if it would be appropriate to Berryfields resident, Air Vice Marshall and Chaplain to conduct the service, with Revd Gareth Lane.

Tom Smith's fairground will be at this event and scouts available to help. The Parish Council will need to arrange for food vendors to attend.

It has been reported by numerous residents that the busses are being driven dangerously around the roads of Berryfields. One resident has reported that 8 busses are going past his house each hour. The Clerk will write the same letter to each company to ask them to come to some arrangement with each other as so many busses are just not needed. The buses are licenced.

8 Finance

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

| Berryfields Parish Council payment run 21.3.2018 | | | | | |
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| Payee | Detail | Payment | Net | VAT | Total £ |
| Mrs Janet Russell | Book keeping February 10 HOURS TOTAL | BACS | £ 100.00 | - | £ 100.00 |
| Marcus Young Landscapes Ltd | Empty litterbins x 3 Berryfields Green, 2 x Marston Brook | BACS | £ 80.00 | £ 16.00 | £ 96.00 |
| Mrs S Severn | Net pay £1195.30, Office provision £50, Software & phone share of costs £45, mileage expenses £39.15 | BACS | £ 1,329.45 | - | £ 1,329.45 |
| | Underpayment of salary month ending 30th September 2017 | BACS | £ 36.45 | - | £ 36.45 |
| Mrs A Cass | Net pay £460.80. Expenses: £60.87 LESS £50 float (net expenses due £10.87) | BACS | £ 471.67 | - | £ 471.67 |
| Mr D Lucas | Emergency call out removal of shed contents & secure doors | BACS | £ 75.00 | - | £ 75.00 |
| | Total payments | | £ 2,092.57 | £ 16.00 | £ 2,108.57 |
| Budgeted payments made for ratification | | | | | |
| Unipar Services | Replacement lead for Sentinel speed camera | BACS | £ 35.00 | £ 7.00 | £ 42.00 |
| BALC | Course fee Clerk & S Carter BALC | Paypal | £ 126.22 | - | £ 126.22 |
| BALC | Course fee A Cass, CILCA | Paypal | £ 261.09 | £ - | £ 261.09 |
| | | | £ 422.31 | £ 7.00 | £ 429.31 |
| Standing orders | | | | | |
| FVS | Weebly website sitebuilder | SO | £ 11.00 | £ 2.20 | £ 13.20 |
| FVS | .org email | SO | £ 1.99 | £ 0.40 | £ 1.99 |
| | | | £ 12.99 | £ 2.60 | £ 15.19 |
| Receipts February/March | | | | | |
| Parsons-Holland | Advertising Berryfields News | BACS | -£ 50.00 | | |
| R Caton | Advertising Berryfields News | BACS | -£ 25.00 | | |
| HMRC | VAT refund | BACS | -£ 4,056.56 | | |
| | Total receipts | | -£ 4,131.56 | | |

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| | External Audit will be ready middle of April. |
| 9 | Berryfields News and communication |
| | <p>Cllr Satterly asked that all items for submission for the summer edition of the Berryfields News should be with him within the next two weeks.</p> <p>Litter and dog fouling articles will be added to the next edition and Louise will add an editorial regarding the paraplegic flame ceremony. Residents will be notified that the waiting list for allotments is now closed.</p> |
| 10 | Events |
| | <p>The Bucks Play Association sports days will be Weds 25th July, Weds 15th August, Weds 22nd August</p> <p>Venue still to be confirmed.</p> |
| 11 | Highways and Transport |
| | <p>Cllrs Satterly, Inch, Waite and Wilks all volunteered some hours for a Sentinel Speedwatch stint. They are all concerned that the contractors' vehicles going back and forth to sites are driving too fast. The Clerk will write a letter to the Developers asking them to remind their contractors of the need to drive carefully and courteously.</p> <p>It was recommended that 'This is a Community Speedwatch Area' be erected around Berryfields. The cost is approximately £20 per sign. This was proposed by Cllr Williamson, seconded by Cllr Rees and agreed unanimously.</p> <p>Cllr Satterly advised that Quainton PC has asked, again, that BPC tries to have the 7.5 Ton vehicle sign reinstated to discourage heavy traffic from Quainton Road. Representations have already been made to BCC. The Clerk will contact them again.</p> |
| 12 | Meetings and Matters of Report |
| | <p>Cllr Rees attended the Paralympic Flame celebration. She thoroughly enjoyed it and reported that the organisers were pleased it had been able to go ahead despite the poor weather conditions. She will write about this for the next News.</p> <p>Cllr Williamson and the Clerk met the landlord and consortium representative with BPC architect and have gained approval to apply for planning permission for development at Roman Park.</p> |

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| 13. | Date of next meeting |
| | <p>Wednesday 18th April 2018 ANNUAL PARISH MEETING followed by ANNUAL PARISH COUNCIL MEETING - ALL WELCOME 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</p> |
| | <p>There being no further business the Chairman closed the meeting at 8.32pm.</p> |