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**DRAFT**

**Minutes of Berryfields Parish Council meeting held on  
Wednesday 17<sup>th</sup> January 2018, in the Community Rooms,  
C of E Primary School, Berryfields, HP18 0PS**

**Present:** Cllrs David Williamson (Vice chairman, chairing meeting), James Inch, James Wilks, Mike Barns, Simon Carter, Louise Rees. Sue Severn, Parish Clerk, Anthea Cass, Assistant Parish Clerk.

6 members of the public including Councillors Paul Irwin (BCC) and Ashely Waite (AVDC).

**1. Apologies for absence:**

Councillors: Duncan Satterly (Chairman), Gareth Lane, Wendy Phillimore

**2. Open Forum (under adjournment):**

Two residents have kindly volunteered their services to tidy up areas around Berryfields. The Parish Clerk has asked they email her with their contact details so that they can be put in touch with others doing similar litter-picking.

Cllr Paul Irwin reported on the parking issues in outside AVA and CoE Schools: Although there had been no budget for a Traffic Regulation Order, he has been able to 'piggyback' on the TRO for Green Ridge Academy school. It is hoped that the Order will be out for consultation in early February after which it will be possible for Traffic Wardens to enforce the parking regulations, should they be approved. This will be publicised on Facebook in due course to ensure everyone is aware.

Cllr Irwin also reported that East-West rail link to Cambridge is expected to be complete by 2024 which will be very beneficial to this area, including Berryfields. The Parkway Station car park prices will not to be raised, to discourage cars from parking in the streets in Berryfields. A park and ride option is being considered to increase income for the car park without increasing parking charges.

Berryfields' Children's Centre will not be closed, despite many in the area being closed down, due to lack of use.

Cllr Paul Irwin left the meeting.

**3. Police report and Neighbourhood Policing, Road safety**

No police report had been received.

**4. Declaration of Interests**

A Dispensation under Section 33 of the Localism Act was granted to Councillors Rees and Carter allowing them to take part in debate and vote on the Precept for Berryfields Parish. (As property owners within the parish they would otherwise have been unable to take part and vote).

**5. Minutes of the previous meeting 15<sup>th</sup> November 2017**

The minutes were agreed and signed by Cllr Mike Barns (who was present at that meeting) as a true record.

## 6. Planning:

### **17/04544/APP/ Development of an additional 140 sq m Building (to allow a flexible A1,A2,A3,A5,B1or D1 use) (shops)**

The Parish Council had no objection to this application.

### **17/04702/APP/ Partial Garage Conversion/ 20 Perrine Close Aylesbury Buckinghamshire HP18 0XN**

The Parish Council debated this proposal and resolved to object to the application. They considered that the application represents over-development and would result in loss of an off-road parking space in an already crowded road. They further resolved that they were uncomfortable with smaller and more affordable homes being extended which would result in the number of more affordable homes reducing, over time. It was recognised that this was not a planning reason for objection but they wished the Officer to note the comment.

### **18/00191/APP 21 Valor Drive, Aylesbury, Buckinghamshire, HP18 0WL**

Single storey side and rear extension.

The parish Council has no objection to this application.

## 7. Land and Facilities

### **Clerk's Report circulated to Councillors:**

- The Roman Park Lease and Allotment Lease have both been agreed. Councillors agreed that the Chairman & Parish Clerk should now execute these documents.
  
- There were no reported problems with the Land Inspection.  
It was noted that there had been some damage to Berryfields Green due to vehicles driving on the grass during the carol concert. The Clerk reported that Cllr Lane had volunteered to make a donation to rectify the damage caused. Councillors noted this offer but felt that since no formal Land Use Policy had been agreed, on this occasion no charge would be made. They thanked Cllr Lane for offering to contribute to repair costs.

The Clerk reported that residents around the Green had contacted her to say they were unhappy with Berryfields Green being used for all events. It was hoped that during 2018/19 Roman Park and other areas would also be available for community events.

The issue of parking on verges and consequent damage was discussed in relation to possible prevention measures suggested following research by the Clerk. It was decided to keep a watching brief but that no action should be taken for now. The Parish Clerk was asked to request Royal Mail move the postbox in Domino Way to improve access on foot.

- **Draft Land Use Policy**  
Councillors discussed the draft Policy, which was agreed. It was proposed by Cllr Barns, seconded by Cllr Inch and agreed unanimously that Berryfields Parish Council adopted this Policy with immediate effect.

## 8. Finance

- The payment run was agreed, as circulated.

Payee	Detail	Payment	Net	VAT	Total £
Marcus Young Landscapes	Empty litterbins: 3 x Berryfields Green, 2 x Marston Brook @ £4 per empty weekly collection	BACS	£ 80.00	£ 16.00	£ 96.00
Ms Anthea Cass	Net salary £460.80	BACS	£ 460.80		£ 460.80
Mrs S J Severn	Net salary £1,179.10, Office provision £50, Software/telephone £45.00	BACS	£ 1,274.10	-	£ 1,274.10
Grand Marquees	Marquee, staging and trestle table hire for carol concert - PC contribution	BACS	£ 300.00	-	£ 300.00
Society of Local Council Clerks	Annual membership fee: Berryfields proportion £153.56 (re-charge £30.72 each to Oving & Stoke Hammond PCs)	BACS	£ 215.00	£ -	£ 215.00

- Accounts to end December would be completed and circulated by the bookkeeper later in January.
- The Budget and Precept for Berryfields was agreed as recommended by the Budget Working Group. The precept request for Berryfields Parish for the financial year 2018-19 was agreed at £120,000. Proposed by Cllr Barns, seconded by Cllr Inch, agreed unanimously.
- It was agreed that Mr Gus Orchard be appointed as internal auditor to Berryfields parish Council for the financial year 2018-19. Proposed by Cllr Barns, seconded by Cllr Carter, agreed unanimously.

### **Berryfields Parish Council Grants Policy**

Draft Berryfields Parish Council Grant Policy was approved, as circulated. It was decided, after debate, to adopt the Policy with immediate effect. Proposed by Cllr Barns, seconded by Cllr Carter, agreed unanimously. The policy will be reviewed annually.

## 9. Berryfields News & Communication.

Simon Lloyd has volunteered, and will be designing the spring edition of Berryfields News. The Clerk reported that there were a number of new items, including a gardening section, report on Christmas events, WI and others as well as new advertisers.

It was suggested that the next edition included short biographies and photographs of all councillors. The Clerk will provide outlines for councillors who have not provided this before.

Community Rooms - communication of change of management:

The Parish Clerk and Cllr Waite had a meeting with BAM which they believed was most Successful, where it was agreed there would be no VAT charged, a Resident's rate, a non-resident rate for hire of the facilities, use of the kitchen and a better entrance to the building. However, since that meeting BAM has notified users that vat will now be charged etc and seem to have gone back on all agreed. The parish council officers have tried to contact BAM and Cllr Waite offered to assist. A further report will be provided in due course.

## **10.Events**

It was agreed that the over 50s Christmas Tea was successful, but Cllr Phillimore was not present to report.

Christmas Carol Float was successful with just over £460 being raised for the Village Hall fund. Cllr Carter reported that more than one evening was needed to cover all areas and that better route planning and publicity was required this year, with more volunteers needed.

## **11. Highways & Transport**

Cllr Inch reported that two new volunteers are helping with Sentinel Speed Watch, but more are still needed. It has been reported that people are still speeding. During a recent session close to the schools the highest recorded speed was 38 mph. Cllr Inch, Satterly and the Clerk have volunteered with Waddesdon Police Station to send the letters to speeders. It is necessary to volunteer via the Thames Valley Police website under vacancies and follow the link for Volunteer, Waddesdon Police Station to apply and complete the necessary checks.

The Parish Clerk was asked to find out the cost of signs 'COMMUNITY SPEEDWATCH AREA'.

MVAS data will be downloaded and published.

## **12. Meetings & Matters of Report**

Cllr Carter is attending a Councillors' Induction course in January.

The allotment site will be ready for occupation in spring 2018. Those on the waiting list will be contacted shortly.

## **13.Date of next meeting**

Wednesday 21<sup>st</sup> February 2018.

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