

DRAFT



**Minutes of Berryfields Parish Council Meeting 16th January 2019
held at Community Rooms, C of E School, Berryfields**

Present: Councillors Duncan Satterly (Chairman), Simon Carter (Vice Chairman), James Wilks, Louise Rees, Wendy Phillimore, Ashley Waite, Monique Foster, Gareth Lane. Sue Severn, Parish Clerk, Anthea Cass, Deputy Clerk, Agnes Alborzpour Assistant Clerk.

1 **Apologies for absence**
Cllr James Inch.

2 **Open Forum**

During the Open Forum Ms N Gotzheim from **HS2** talked about the effect of HS2 within the locality and the planned public information meetings to be held in Fairford Leys on 7th March and 23rd March. Further dates will be planned for meetings in Berryfields. In the meantime residents are invited to visit the dedicated HS2 webpage at www.hs2.com to find out about the project and to address concerns.

Hedgerow removal

Several parishioners expressed concern at the planned removal of a large section of hedgerow at the end of Calville Drive. They had been alerted to this by the developer and had received a letter outlining planned work. Several parishioners had contacted the Clerk and Cllr Waite on this matter and they had already spoken to Enforcement, Planning and the developer.

The Clerk explained that the Parish Council is not the planning Authority, and is consulted on applications which are determined by AVDC. Cllr Waite as District Councillor for the Ward, explained the process of planning enforcement and what could be achieved. The Contact details of the parishioners were obtained and further investigation would be carried out by both Cllr Waite and the Clerk's office starting immediately, and Cllr Waite undertook to visit the relevant Officers. One parishioner reported that access to his property was badly reduced by drainage works.

Commercial centre A parishioner asked for an update on Sainsbury's and the current situation of lettings on the site. Cllr Carter explained that confirmed tenants included Sainsbury's Local and a veterinary surgery. It was expected that other tenants would be announced soon and that the store would be ready for occupation in late summer 2019 now that all planning issues had been dealt with.

3. **Police report & Neighbourhood Policing**

No report received from the Police. There are now increased patrols in Berryfields Green/Domino Way area and the Police have confirmed that they are supportive of the CCTV proposal.

4 **Request for leave of absence**

The Clerk reported that a request for a leave of absence of three months has been received from Cllr Satterly, due to business commitments. Councillors were advised that this was permitted and that Cllr Satterly would still attend meetings where available, but Cllr Simon Carter, Vice Chairman, would chair the council meetings during Cllr Duncan Satterly's leave of absence.

Cllr Satterly advised he will still attend the Parish Council meetings where possible.

Proposed by: Cllr Louise Rees
Second by: Cllr Ashley Waite
Agreed unanimously.

5 **Declaration of Interests**

Cllr Waite declared interest as Ward Councillor for AVDC in respect of item 7, Planning.

The Clerk reported that she has received a request from Cllr Foster for a Dispensation under Section 33 of the Localism Act 2011, to grant a Dispensation in respect of her Disclosable Pecuniary Interest as a resident of Berryfields in respect of Precept setting for the Parish, and to allow her to participate in any vote on the matter due to there being so many members of the Parish Council who have such an Interest that it would impeded the transaction of the business (meeting would not be quorate). The dispensation will be for a period of two years (or the next ordinary Parish Council Election).

Cllr Duncan Satterly declared a personal interest in Item 7, 18/04465/APP, as a near neighbour.

6 **Minutes of the Parish Council meeting 21st November 2018**

The minutes of the Parish Council meeting held on Wednesday 21st November 2018 were agreed and signed by the Chairman as a true record.

7 Planning

18/04465/APP Erection of conservatory (Retrospective) 30 Greensleeves Drive, Aylesbury, HP18 0GG

Councillors commented that this building is not within the description of a conservatory there is a high brick wall, rather than being constructed of 50% glass. It is obstructing light from neighbouring properties and their gardens. The Parish Council asked that the Planning Officer carries out a site visit before determining this application.

Councillors resolved to Object.

18/04549/APP 56 Moorcroft Lane, Aylesbury HP18 0UR Single storey rear extension

Concerns as proposed extension includes garage door. Councillors commented that the door between the garage and house must be fire retardant.

Councillors resolved to be Neutral in respect of this application.

18/04578/APP 6 Bramley Road, Aylesbury, HP19 0XF Single storey rear extension.

Councillors resolved to be Neutral in respect of this application.

18/04612/APP 14 Lawson Way, Aylesbury, HP18 0UW Proposed rear conservatory.

Councillors resolved to be Neutral in respect of this application.

8 Land and Facilities

The Clerk's report had been circulated to councillors and the following issues were discussed:

Allotments

Cllr Wilks had nothing to report due to the time of year.

The Deputy Clerk reported that the plots were at full occupancy. There is a small waiting list from which any vacated plots will be filled. She further confirmed that she was in the process of renewing Contracts and billing plot holders for the season from 1st April 2019.

Free Aqua

Councillors considered the proposal to install water sources provided by Free Aqua in accordance with their quotation, and to ask them to proceed with this as soon as possible, including obtaining grant funding.

In the meantime, the Deputy Clerk would ask the National Allotment Society if we would be permitted to use their grant, originally for water bowser to the wells, to fund the initial payment:

Proposed by: Cllr Wendy Phillimore

Second by: Cllr Simon Carter

Agreed unanimously.

Signage to Roman Park

Cllr Carter proposed that temporary and portable signage be purchased to direct people to Roman Park for events. Consideration should also be given to finger posts to Roman Park on the A41/Station approach.

Proposed by: Cllr Simon Carter
Seconded by: Cllr Louise Rees
Agreed unanimously.

Berryfields Green

Councillors considered a quotation from UK Security group, and information supplied by Waddesdon Parish Council in respect of CCTV for Berryfields Green.

Cllr Carter confirmed that a location has been chosen, a Wi-Fi connection will be available via a neighbouring property, or preferably via a direct cable, to be confirmed after survey and discussion with GTC.

Cllr Carter proposed that the Parish Council went ahead with the installation of CCTV and ANPR at Berryfields Green, based on the cost of vandalism damage over recent years. He proposed that the Clerk be instructed to go ahead with the installation to a maximum cost of £10,000, (Councillors to be advised once the final quotation to hand).

Proposal: To install CCTV at Berryfields Green at a cost of £10,000 max.

Proposed by: Cllr Simon Carter
Seconded by: Cllr Monique Foster
Agreed unanimously.

Temporary building from Newton Leys South:

The Clerk is awaiting the grant confirmation from BCC, after which the buildings will be moved from Newton Leys South to store. The architect has been asked to prepare planning application.

Proposal: To go ahead with the project moving the buildings to store, applying for planning permission, and arranging services to site, following firm quotations to be agreed at February's meeting.

Proposed by: Cllr Wendy Phillimore
Seconded by: Cllr James Wilks
Agreed unanimously

Vote of thanks: The Parish Council would like to offer thanks and gratitude to the manager of the Newton Leys community centre for her assistance with the temporary hall and liaising with Taylor Wimpey locally.

Roman Park land

The County Archaeology Department has now agreed the Conditions they recommend to Planning. They have agreed Blackwood Architect's revised locations of buildings on the land. The Clerk reported a conference call she had with the Department during which they expressed concern about the replica Roman Road and its construction, bearing in mind remains beneath. Blackwood Architects have been made aware of this. A meeting with Blackwood Architects has been arranged to go over all details to report to Councillors to take the project forward.

£500 000 grant has been made by Aylesbury Vale District Council's New Homes Bonus scheme for the village hall. The Grant must be taken up within 12 months of the offer in October 2018. Further grant funding will now be sought.

The planning application is now being re-submitted for determination, the Clerk and Cllr Waite will talk to the Planning Officer in order to ensure it is determined without delay.

Revised layout plans, as drawn, were displayed at the meeting.

Additional verges

The Clerk reported that final commuted sum figures were still awaited from the Consortium.

9 Finance

The payment run was agreed as circulated:

Mrs S J Severn	Net salary, office, software, telephone share of costs and expenses			£	2,075.91
Mrs A Cass	Net salary & expenses			£	967.48
Agnes Albroz Consulting	Consultancy fee December			£	600.00
Watermead Parish Council	Mounting brackets for MVAS - half cost			£	53.30
Watermead Parish Council	Half costs of shipping container for parish storage and Scouts			£	286.00
Swarco Traffic Limited	Annual maintenance contract for MVAS (half to be re-charged to Watermead PC)	£	220.00	£	44.00
Mrs Janet Russell	Invoice 23b book keeping September to December 2019			£	100.00
David Lucas	Retrieve and repair and reinstall dog control sign, Berryfields Green (vandalised)			£	35.00
				£	4,381.69

The accounts to the end of December were agreed.

Budget and Parish Precept 2019/20

The Budget and Parish Precept figure recommended by the Working Group, results in an annual Precept for Berryfields Parish Council of £138,000 which Councillors believe will cover the routine costs and cost of projects next financial year, maintaining the Parish Council's prudent reserves. The precept amount for a Band D property will be £62.72 for the year, an increase of £5.57, or 46 pence per month.

Proposed by: Cllr Duncan Satterly

Second by: Cllr Louise Rees

Agreed unanimously.

Berryfields Parish Council's Investment Policy and Annual Investment Policy

The Policy review date is January 2019. The Clerk had circulated the Policy and credit rating agency results for both Barclays Bank and Lloyds Bank with whom BPC has accounts.

Councillors resolved to adopt the policy for the forthcoming year, with a review date of January 2020.

Proposed by: Cllr Duncan Satterly

Seconded by: Cllr James Wilks

Agreed unanimously.

10 **Berryfields News**

The Clerk reported that the next issue will be delivered to the printer by Wednesday of next week, Simon Lloyds (graphic design) hoped to have the final version completed over the weekend. If necessary, the Clerk will visit him over the weekend to go over any queries. Cllr Carter will proof read and it will be sent to the printer on time. The edition will be distributed during week commencing 4th February. Sure2Door, the delivery company, has now divided Berryfields into three separate areas to allow for additional house completions. They believe it will be easier to ensure no new properties are missed from the distribution rounds. Public are welcome to put any news into it.

11 **Events**

Cllr Carter proposed that an Events Working Group be set up to plan and man events in the parish in the next year. The Group will be informal, would not have terms of reference, or a budget; but would make recommendations/reports to Council.

The Clerk's office would manage event risk assessment and management, insurance, and order agreed equipment, etc., but members would be responsible for finding volunteers and manning the events.

Proposed working group for the following events: Berryfest, Santa float, Village Hall Fundraising.

Proposed by Cllr Carter

Seconded by Cllr Rees

Agreed unanimously.

Berryfest (Date 27th July 2019)

Cllr Satterly reported that, to date, The Dung Beatles had been booked as the headline band for the one-day event. A dog show would be held during the afternoon and other music would be provided by The Black Boys from Oving. The stage and marquee could be hired from previous suppliers and the Clerk would make these arrangements, obtain necessary licences, and deal with the Event Plan and emergency services etc. It was hoped that more volunteers would be available this time. Fairground may be there for a weekend or possibly longer. Berryfest will be a one day event.

Santa's sleigh: Cllr Carter reported on Santa's Sleigh which had raised almost £600 on one of the wettest nights in December. He thanked the volunteers who had worked so hard to collect money, remaining cheerful throughout the evening. Next year the event would be split between a minimum of two evenings, to cover all of Berryfields.

12 **MVAS**

Cllr Inch had reported to the Clerk that the MVAS will be serviced for the first time during week commencing 4th February, after which it will be moved back to Berryfields from Watermead.

More volunteers are still needed for Sentinel speed watch.

13 **Meetings and matters to report**

Nothing to report.

14 **Date of next Parish Council Meeting.**

Wednesday 20th February 2019

There being no further business the Chairman closed the meeting.