

**Minutes of Berryfields Parish Council Meeting VIA VIDEO CONFERENCING
Wednesday 17th June 2020**

Present: Councillors Simon Carter (Chairman), Louise Rees, Monique Foster, Laurilee Green, Naser Habib, Gareth Lane
Sue Severn Parish Clerk, Anthea Cass Deputy Clerk and Agnes Alborzpour Assistant Clerk.

1. Apologies for absence

Cllr James Inch
Cllr Ashley Waite

2. Declaration of Interests

None

3. Open Forum

No members of public joined the meeting.

4. Police report and Neighbourhood Policing

No report however the office is in daily communication with the new inspector and the PCSOs.

5. Planning

**20/01488/APP | Erection of single storey rear extension | 50 Merton Close Aylesbury
Buckinghamshire HP18 0ZN**

Full details at: <https://publicaccess.aylesburyvaledc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QA716MCLL7W00&prevPage=inTray>

After discussion, Councillors decided to be neutral in respect of this application.

Proposed by: Cllr Laurilee Green

Seconded by: Cllr Louise Rees

Agreed unanimously

**20/01701/APP | Garage conversion and rear dormer window extension | 17 Lawson Way
Aylesbury Buckinghamshire HP18 0UW**

Full details at: <https://publicaccess.aylesburyvaledc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QB2ZLWCLLTJ00&prevPage=inTray>

After discussion, Councillors decided to be neutral in respect of this application.

Proposed by: Cllr Monique Foster

Seconded by: Cllr Naser Habib

Agreed unanimously

**20/01904/APP | Roof conversion with rear dormer (amendment to 19/01647/APP) | 16
Braeburn Road Aylesbury Buckinghamshire HP18 0HU**

Full details at: <https://publicaccess.aylesburyvaldc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QBVL02CLME200&prevPage=inTray>

After discussion, Councillors decided to be neutral in respect of this application.

Proposed by: Cllr Louise Rees

Seconded by: Cllr Monique Foster

Agreed unanimously

6. Minutes

The minutes of the Parish Council meeting held on Wednesday 20th May 2020 were agreed, and Councillors asked the Clerk to sign them on their behalf.

7. Land & facilities

Roman Park Nursery:

The nursery is in place, final quotations awaited which should be received within a week. The temporary step has been installed in front of the building.

Councillors approved in principle to go ahead with the work to ready the nursery building for letting, subject to circulation of costs to Councillors for ratification at next meeting.

It was reported that broadband is working at Roman Park. Seethelight is the service provider.

Allotments

A few plots remain to be re-let. Work continues to form a committee to represent allotmenters.

Overall, the plots are in good condition.

Cllr James Inch confirmed that both wells are now working, but slowly.

Park inspections/repairs

The Parks are still being checked daily. During lockdown to comply with Coronavirus Regulations parks have been closed, and equipment tied with cable ties. These have been cut regularly by members of the public using the equipment. Replacement ties have been used daily, additional signage and social media coverage has been increased.

The Clerk reported to Councillors that the office team has experienced very rude and abusive behaviour from members of the public as well as full approval and appreciation of our actions.

8. Finance

8.1 The payment run was agreed as circulated and budgeted payments made outside the Parish Council meeting were ratified.

BERRYFIELDS PARISH COUNCIL Payment run 17th June 2020

Payee	Detail	Net	VAT	Total £
Net staff salaries	Net salaries, expenses & office costs			£ 3,840.75
Agnes Alborz Consulting	Invoice No PC001819: 40 hours social media, 18 hours project management		£ -	£ 870.00
Pickerings Plant Hire	Invoice No I 678641 Site store and site hut hire May	£ 181.33	£ 36.27	£ 217.60
Play Inspection Co	Invoice No BER08019: Inspection APP licence fee 2020-21	£ 1,650.00	£ 330.00	£ 1,980.00
Taplins Plant Hire	Purchase Heras fencing 92 panels, plus site gate and pedestrian gates (£150)	£ 2,910.00	£ 582.00	£ 3,492.00
ACC Facilities Management	Invoice No ACC/09567 Build & install wooden steps concreted into ground for Nursery access	£ 250.00	£ 50.00	£ 300.00
RTM Landscapes Ltd	Invoice No 2286 Grass cut parks & allotments May, £1690, Bin emptying at parks x 9 £24.75	£ 1,789.00	£ 357.80	£ 2,146.80
Blackwood Architects Ltd	Invoice inv/BVH20/ps	£ 1,000.00	£ 200.00	£ 1,200.00
David Stanley Ltd	Delivery & installation of Nursery building Roman Park. Invoice No 3783	£ 21,750.00	£ 4,350.00	£ 26,100.00
Gus Orchard	Internal audit	£ 70.00	£ -	£ 70.00
		Total payment run		£ 40,217.15
Balances at bank 17th June 2020 before payment run				
	Barclays current account	£ 9,862.27		
	Barclays deposit account	£ 132,960.47	SEE NOTE*	
	Lloyds treasurers account (Current)	£ 4,500.00		
	Village Hall fundraising account	£ 3,329.70		
	Paypal	£ 209,393.28		
Total non-designated funds		£ 147,322.74		
Designated reserves commuted sums Lloyds Bank Reserve account		£ 212,722.98		

8.2 The accounts to end May would be sent by email. The Clerk will review the budget before the September meeting.

8.3 The dates for the Exercise of Public Rights to view the Council's accounts were agreed and they are 29th June to 7th August 2020.

8.4 The internal audit is approved, passed with no comments from internal auditor.

Proposed by: Cllr Gareth Lane

Seconded by: Cllr Naser Habib

Agreed unanimously

8.6 The Risk Register and Risk Management plan were approved and they would be updated on monthly basis as Legislation evolved.

9. 2020 Events

VE Day medals, were collected at Berryfields and Parish Council received very positive feedback. Around 150 medals are still left and we already offered them to other local parishes.

The poster competition 'Dogs on a lead' near livestock was very successful. The winner is an 8 year old boy and his poster would be printed on the six banners that will be put up on the farms fences. The quotation from Impact Signs was approved.

Cllr Simon Carter would like to promote this action and issue press release to Bucks Herald when the banners are placed. The Clerk will action this.

10. Coronavirus Act & situation report

The skate park has been re-opened but the Heras fencing remains in place in case the park needs to be re-closed. Relevant posters are displayed in the park giving COVID-19

safety guidance.

Play parks remain closed and are checked each day and re-taped where needed.

11. Grant Funding & BPC Community Larder project:

The Parish Council has already given £100 each week to Berryfields Support group to aid families in Berryfields. Councillors expressed concern since they were unsure how many families are receiving help from an audit perspective. They are also concerned about lack of direct communication with the group.

It was acknowledged that there will be many more families needing help in future months as the furlough period ends and companies review staffing levels. The Parish Council plans to implement its Community Fridge project and will provide assistance working with Watermead Volunteer Army and a team of volunteers to be recruited within Berryfields.

It was resolved that an end date for funding to the Berryfields group would be set at end June and Cllr Waite would be asked to confirm this to them.

Proposed by: Cllr Louise Rees

Seconded by: Cllr Naser Habib

Agreed unanimously

12. Berryfields News & Communication

The next Berryfields News will be published in August.

13. Highways & transport

MVAS & Sentinel.

No report

14. Meetings & matters of report

No report

15. Date of next Parish Council Meetings (online)

Wednesday 15th July 2020