

You are hereby summoned to attend the Berryfields Parish Council meeting, to be held at Roman Park Hall, Sir Henry Lee Crescent, HP18 0YT on Wednesday 14th September 2022 commencing at 7.30pm for the purpose of transacting the following business

Sue Severn
Clerk to the Council 7th September 2022
AGENDA

Please note: Members of the public are warmly welcomed. We ask that if you or any of your family are unwell, or have any symptoms of Covid-19, you do not attend in person

- 1. Apologies for absence**
- 2. Declarations of interests** in items on the agenda.
- 3. Open forum** (under adjournment):

Members of the public are invited to speak to the Council to raise issues or concerns, ask questions or make comments. *(This session will last for a maximum of 20 minutes. Members of the public may indicate that they wish to speak during debate by raising their hand. The Chairman will recognise them, but it is requested that comments are brief, relevant, and not repetitive).*

- 4. Police report and Neighbourhood Policing**
Receive report from neighbourhood policing team (if any).

- 5. Planning**
To consider any planning applications submitted for consultation to the Parish Council and any other applications received after publication of this agenda:

22/02362/APP | Erection of dwelling | Land at Berryfields Quarrendon, Buckinghamshire
Full details at : <https://publicaccess.aylesburyvaledc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=REASRKCLK9U00&prevPage=inTray>

22/02681/APP | Householder application for single storey side and rear extension | 19 Lakeland Drive Aylesbury Buckinghamshire HP18 0ZU
Full details at : <https://publicaccess.aylesburyvaledc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RFO3KBCLL6700&prevPage=inTray>

22/02887/APP | Change of use from Class E (Retail) to Sui Generis (hot food take away) associated extraction, plant equipment and external alterations | 5 Concorde Square Aylesbury Buckinghamshire HP18 1AS
Full details: [22/02887/APP](https://publicaccess.aylesburyvaledc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=22/02887/APP) | [Change of use from Class E \(Retail\) to Sui Generis \(hot food take away\) associated extraction, plant equipment and external alterations](https://publicaccess.aylesburyvaledc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=22/02887/APP) | [5 Concorde Square Aylesbury Buckinghamshire HP18 1AS \(aylesburyvaledc.gov.uk\)](https://publicaccess.aylesburyvaledc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=22/02887/APP)

6. Minutes

To agree the Minutes of the Parish Council meeting held on 15th July 2022.

7. Land & facilities

Roman Park & Roman Park Halls

Recruitment of Banqueting and Events co-ordinator.

CCTV proposal for Piazza area to cover tennis courts and village green.

Agree proposal for staging area beside container stores.

Agree suggestion by architect to move planned MUGA to another area to meet planning and drainage requirements (detailed in Clerk's report) and apply to Buckinghamshire Council formally for release of S106 funds for the project.

Landscape: Confirm grant received and planting ordered for front of hall area to start landscape works as stipulated in landscape planning condition.

Versailles boxes: To confirm that Versailles boxes should be delivered shortly and discuss ways to fund the planting (c10,000).

8. Allotments

Update.

9. Tennis courts

Update on website, access control and opening event.

10. Park inspections and repairs

Confirm inspections and remedial works required or carried out since last meeting.

11. Finance

8.1 To approve the payment run as circulated and to ratify budgeted payments made outside the Parish Council meeting.

8.2 To agree the accounts to end August, as circulated.

8.3 Audit: To note PKF Littlejohn's (external auditor) "except for" comment regarding reporting a variance between boxes 7 and 8 of the AGAR form: The PC will, in future years, retain its existing accounting format and report on an income and expenditure basis to meet Governance requirements.

8.4 Banking arrangements: The clerk will update Lloyds and Barclays Banks signatories as soon as practicable. (In the meantime existing signatories in place as needed).

12. Events

Christmas:

Father Christmas will visit on 7th December. Agree school choirs, brass band and budget for presents/décor etc. We will order a large Christmas tree to be planted in front of hall which will have solar lighting and be permanent feature.

Senior Tea: 8th December – arrangements as last year but in Roman Park with full tea as before.

13. Berryfields News & Communication

Berryfields News – update on the September edition.

Discuss plans for future editions

Website update (Parish & Roman Park Tennis).

14. Highways & transport

MVAS & Sentinel.

15. Parish Clerk & Responsible Financial Officer

Ratify appointment of Mrs Anthea Cass CiLCA as Parish Clerk and RFO with immediate effect.

16. Meetings & matters of report

17. Date of next Parish Council Meeting

Wednesday 19th October 2022.