

**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 21<sup>st</sup> June 2023 commencing at 7.30pm for the purpose of transacting the following business**

*Anthea Cass*  
Clerk to the Council 14<sup>th</sup> June 2023

**AGENDA**

**Members of the public are warmly welcomed.**

**23.1 Apologies for absence**

**23.2 Declarations of interests** in items on the agenda.

**23.3 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).*

**23.4 Planning**

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

**23/01745/APP** | Householder application for erection of outbuilding (retrospective) | 44 Merton Close Aylesbury Buckinghamshire HP18 0ZN

Full details : [23/01745/APP | Householder application for erection of outbuilding \(retrospective\) | 44 Merton Close Aylesbury Buckinghamshire HP18 0ZN \(aylesburyvaldc.gov.uk\)](#)

**23.5 Minutes**

To agree the Minutes of the Annual Parish Council meeting held on 17<sup>th</sup> May 2023.

**23.6 Land & facilities**

**Roman Park & Village Hall**

Review and ratify the purchase of air conditioning unit – details circulated to councillors ahead of meeting.

Discuss opening hours of the kiosk.

**Allotments**

Update

Discuss/ratify the installation of the tap for allotments. Details circulated to councillors.

**Park inspections and repairs**

Update.

**23.7 Finance**

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

23.7.2 To agree the accounts to end May as circulated.

23.7.3 To approve the Governance and Accounting Statements for Berryfields Parish Council for the financial year ended 31<sup>st</sup> March 2022. Deferred from last month

23.7.4 To agree the dates for the Exercise of Public Rights to view the Council's accounts. Deferred from last month.

23.7.5 To appoint Gus Orchard as internal auditor for 2023 audit.

**23.8 Review/ratify policies as circulated to councillors.**

Finance and Procurement – carried over from last month

Publications Scheme

Risk Policy

Freedom of Information

Standing Orders

**23.9 Events**

Update on hall opening event.

**23.10 Berryfields News & Communication**

Our Berryfields – Cllr Green to provide update.

**23.11 Highways & transport**

MVAS & Sentinel.

**23.12 Meetings & matters of report**

**23.13 Dates of next Parish Council Meeting**

Wednesday 19<sup>th</sup> July 2023