

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 21st January 2026 commencing at 7.30 pm for the purpose of transacting the following business

Anthea Cass
Clerk to the Council 14 January 2026
AGENDA

Members of the public are warmly welcome.

26.1 Apologies for absence

26.2 Declarations of interests To receive any pecuniary or non-pecuniary declarations of interest and to receive any requests for Dispensation.

26.3 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 concerning Berryfields. (*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*). Subject to Standing Order 3(e) a member of the public shall not speak for more than 5 minutes.

26.4 Police report

26.5 Planning

PL/25/5368/FA | Change of use from C3(Residential house) to C2 (Residential institutions) | 23 Upende Aylesbury Buckinghamshire HP18 0FA

Full details: [PL/25/5368/FA | Change of use from C3\(Residential house\) to C2 \(Residential institutions\) | 23 Upende Aylesbury Buckinghamshire HP18 0FA](https://www.gov.uk/government/consultations/pl-25-5368-fa-change-of-use-from-c3-residential-house-to-c2-residential-institutions-23-upende-alesbury-buckinghamshire-hp18-0fa)

PL/25/5811/FA | Single storey rear and side extension | 5 Zoe Street Aylesbury Buckinghamshire HP18 0ZG

Full details: [PL/25/5811/FA | Single storey rear and side extension | 5 Zoe Street Aylesbury Buckinghamshire HP18 0ZG](https://www.gov.uk/government/consultations/pl-25-5811-fa-single-storey-rear-and-side-extension-5-zoe-street-alesbury-buckinghamshire-hp18-0zg)

26.6 Minutes

To agree the Minutes of the Parish Council Meeting held on Wednesday 19th November 2025.

26.7 Land & facilities

Roman Park & Village Hall

Update as circulated on Clerk's report.

Park inspections and repairs

26.8 Finance

- 26.8.1 To approve the payment run as circulated and to ratify budgeted payments made outside the Parish Council meeting.
- 26.8.2 To agree the accounts to end November as circulated.
- 26.8.3 To agree the accounts to end December as circulated.
- 26.8.4 To agree the budget for Berryfields Parish Council for financial year 2026-27
- 26.8.5 To agree the Precept for Berryfields Parish Council for the financial year 2026-27
- 26.8.6 To agree clerk salary increase

26.9 To review and approve the following policies (circulated)

- Staff Handbook
- Publication Scheme
- Children and Vulnerable Adults Protection (Safeguarding)
- Whistleblowing
- Health and Safety
- Recruitment
- Flexible and Homeworking

26.10 Ongoing and proposals of new projects (updated in clerk's report)

- MVAS – update
- Bollards for Mayberry Place
- EV charging points at Roman Park
- Councillors to discuss and approve in principle the extension of Big Top Nursery.

26.11 Events

- Discuss events for 2026

- Business Fare

26.12 Our Berryfields

- Update

26.13 Meetings & matters of report

26.14 Dates of next Parish Council Meeting

- Wednesday 18th February 2026
- Wednesday 18th March 2026
- Wednesday 15th April 2026