Berryfields
Parish Council

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 16th September 2026 commencing at 7.30 pm for the purpose of transacting the following business

Anthea Cass
Clerk to the Council 9th September 202

REVISED AGENDA (planning links corrected)

Members of the public are warmly welcome.

26.1 Apologies for Absence

26.2 Declarations of Interest

To receive any pecuniary or non-pecuniary declarations of interest and 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/26/06689/FA | Single storey rear extension | 11 Lakeland Drive Aylesbury Buckinghamshire HP18 0ZU

Full details: Buckinghamshire Council Public Access – search PL/26/06689/FA

PL/26/06766/FA | Erection of a single storey rear and side extension, two storey side extension, front porch, boundary wall and internal alterations | 5 Lakeland Drive Aylesbury Buckinghamshire HP18 0ZU

Full details: Buckinghamshire Council Public Access – search PL/26/06766/FA

PL/26/07151/FA | Conversion of existing garage to habitable accommodation, replacement of garage door with double doors and enlargement of existing window. | 6 Oxpen Aylesbury Buckinghamshire HP18 0FN

Full details: Buckinghamshire Council Public Access – search PL/26/07151/FA

26.6 Minutes

To approve minutes of the Annual Parish Council meeting 15th July 2026.

26.7 Land & Facilities

Update as circulated on Clerk's report.

Community Speed Watch – To consider establishing a Community Speed Watch Working Group and if agreed appoint members.

Additional litter bin – To consider installation of a new bin within Berryfields.

To consider Blackwood Architects' tender recommendation for the Roman Park car park works and to approve appointment of the preferred contractor. Full details in Clerk's Report.

Allotments

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 July 2026 as circulated.
26.8.3 To agree the accounts to end August 2026 as circulated
26.8.4 To consider and adopt revised Terms of Reference for the Finance Committee. Circulated.
26.8.5 To appoint members to the Finance Committee in accordance with the adopted Terms of Reference.
26.8.6 Thames Valley PCC Community Fund – to discuss possible funding opportunities and whether to submit a grant application.
26.8.7 To approve the contractual salary increment for the Deputy Clerk following successful completion of CiLCA.
26.8.8 To approve the NALC pay scale for office staff for 2026-27 to be back dated to April 2026.
26.8.9 To consider applying an equivalent pay increase to Hall staff following confirmation of the 2026/27 NJC/NALC pay award, and to determine the effective date.

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26.8.10 To approve Cllr Victor attending The Experienced Councillor: Leadership in the Community course £150.

26.9 Policies for review

Hall Access – as circulated in conjunction with the revised Safeguarding policy.

Unreasonable Behaviour and Vexatious Policy

26.10 Ongoing Projects

Halloween – To consider whether to proceed with a Halloween event and if agreed, to establish and appoint members to a working group to organise the event.

Santas Grotto – To establish and appoint members to a working group to organise the event.

Santa Sleigh – To agree dates 2 and 9 December 2026.

26.11 Our Berryfields

Update

26.12 Meetings & Matters of Report

26.13 Date of Next Meeting

21st October 2026

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