

**Minutes of Berryfields Parish Council Meeting
held at Roman Park, Sir Henry Lee Crescent, Aylesbury, HP18 0YT
on Wednesday 20th November 2024.**

Present: Councillors Laurilee Green (Chairman), Arun Sekhar, Louise Rees, Lucy Harmes, Nigel Pike, Paul Redshaw, Anthea Cass (Parish Clerk), Sarah Tomlin (Deputy Clerk and minute taker), Ashley Waite (Buckinghamshire Councillor)

24.1 Apologies for absence

Cllr Gareth Lane, Cllr John Yandrapati, Cllr Bindu Gundapudi, Cllr Rick Smith

24.2 Declarations of interests in items on the agenda

No declarations of interest.

24.3 Open forum (under adjournment)

Cllr Waite gave updates on Helping Hands money received, and the winter plan for this year; the overnight road closures planned from 2nd to 7th December for re-surfacing between Lucas and the cross roads, running 8pm-6am each night; another overnight road closure planned at Fleet Marsdon 27th-28th December for pot hole repairs; HS2 have planned a series of one night road closures in the next 10-14 days for tidying up across the new road from the Fleet Marston roundabout into Waddesdon; the homeless man with ongoing efforts to have the caravan removed through Bucks Highways.

24.4 Police Report

The Clerk read out the police report

24.5 Planning

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

24/03126/APP | Householder application for erection of open garden gazebo (part retrospective) | 6 Colney Road Aylesbury Buckinghamshire HP18 0YF

Resolved to be neutral

Proposed by: Cllr Redshaw

Seconded by: Cllr Rees

24/03320/APP | Change of use of unit 1 to Gymnasium [Class E(c)(iii)], Unit 4 to Gymnasium [Class E(c)(iii)], and units 5 and 6 to Hairdressing salon [Class E(a)] (Retrospective) | Land Off Sir Henry Lee Crescent Aylesbury Buckinghamshire

Resolved to be neutral

Proposed by: Cllr Pike

Seconded by: Cllr Sekhar

24/03226/VRC | Variation of condition approved drawing condition on 20/A0740/NON relating to application 20/00740/ADP (Application for reserved matters pursuant to outline planning permission 10/02649/AOP relating to access, appearance, landscaping, scale and layout for Kingsbrook Village 3 sub phase 3.3; allied green infrastructure; eastern link road; employment park and strategic landscaping) | Land East of Aylesbury Broughton Crossing Berton Buckinghamshire.

Councillors resolved to not comment

24.6 **Minutes**

To agree on minutes of the Parish Council Meeting held Wednesday 16th October 2024.

Proposed by: Cllr Pike

Seconded by: Cllr Harmes

24.7 **Land and Facilities**

Roman Park & Village Hall

Update as circulated on Clerk's report.

Kiosk

The kiosk roof is still leaking following the repairs. Blackwood Architect has advised it is the responsibility of Focuss to make good the kiosk roof.

Allotments

No report

Park Inspections and repairs

Regarding the ongoing issues with graffiti including graffiti on the new pump track, councillors discussed various ways forward to try and tackle the issue.

24.8 **Finance**

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

Councillors approved unanimously

Proposed by: Cllr Pike

Seconded by: Cllr Rees

24.8.2 To agree the accounts to the end of October 2024 (as circulated).

Councillors approved unanimously

Proposed by: Cllr Pike

Seconded by: Cllr Redshaw

24.8.3 To approve the pay increase and backdate per NALC advice (as circulated).

Councillors approved unanimously

Proposed by: Cllr Pike

Seconded by: Cllr Redshaw

24.8.4 To approve the cost of CiLCA training for Sarah Tomlin.

Councillors approved unanimously

Proposed by: Cllr Pike

Seconded by: Cllr Rees

24.8.5 To approve the cost of new ice machine for Roman Park Hall Kitchen (details circulated).

Councillors approved unanimously

Proposed by: Cllr Rees

Seconded by: Cllr Pike

24.9 **Community Grant Application**

Councillors to consider a grant application from Dentaaid (as circulated).

Resolved to be opposed

Proposed by: Cllr Harmes

Seconded by: Cllr Rees

Councillors to consider a grant from Aylesbury Cheerleading Academy (as circulated).

Resolved to be opposed

Proposed by: Cllr Pike

Seconded by: Cllr Rees

24.10 **MVAS and Sentinel**

The Clerk updated that the shared Sentinel is currently with Oving Parish Council. The existing MVAS is currently out of order. We are requesting Swarco to do a site visit and quote for possible service/repairs as we are unable to secure grant funding for new MVAS at this time.

24.11 **Events**

Councillors agreed a raffle prize could be offered for the Christmas afternoon tea on 5th December.

Santa's Grotto

To be held on 15th December. The Chair updated on current plans for the day and called for volunteers for the event. Councillors agreed to booking security for the day.

Santa's Sleigh

Cllr Yandrapati is heading up the event. Dates agreed 4th and 11th December with the 18th as a contingency in case of bad weather. The Chair updated on current plans for the day and called for volunteers for the event.

New Year's Eve

The Chair updated on current plans for the event. DJ Dan is hosting the celebration. Ticket sales are going well so far.

24.12 Meetings & matters of report

Councillors agreed to run the Bright Lights of Berryfields competition this Christmas, which will be advertised via social media.

Councillors discussed the Berryfields Christmas Light Trail and agreed there is not enough time to organise it for this year and will start planning this in September next year for Christmas 2025.

The Chair highlighted her visit with the Clerk to AVA school, to meet with the school parliament assembly, to answer questions about the parish council. Cllr Green commented that the group of children involved were very engaged and keen to work further with the parish council.

The Chair reiterated comments from the Clerk's report to say that the Versailles boxes have now been filled with soil and that we need to think about having trees planted in them. A resident passed on his grateful thanks via the office, for having the boxes filled with soil.

24.13 Dates of next Parish Council Meeting

Date to be agreed for the finance meeting in December. Currently planned for Wednesday 18th December. Alternative meeting date planned for Monday 16th December.

Parish Council Meeting Wednesday 15th January 2025.

BERRYFIELDS PARISH COUNCIL Payment run 20 NOVEMBER 2024

	BERRYFIELDS PARISH COUNCIL Payment run 20 NOVEMBER 2024	Net	VAT	Total £
BARCLAYS				
SALARIES	PARISH CLERK, DEPUTY and HALL STAFF	£ 9,779.31		£9,779.31
PENSION	PARISH CLERK, AND DEPUTY CLERK	£ 2,619.53		£ 2,619.53
BAUGHAN	PEST CONTROL FOR NURSERY INV 7277	£ 100.00	£ 20.00	£ 120.00
SHIELD MAINTENANCE	LITTER AND DOG BIN EMPTYING INV 8185	£ 819.00	£ 163.80	£ 982.80
USBORNE BOOKS	SANTAS GROTTA GIFTS INV 20204-10	£ 135.87	£ -	£ 135.87
RTM	MONTHLY GRASS CUTTING INV 4999	£ 2,852.86	£ 570.57	£ 3,423.43
PICKERINGS	CONTAINER HIRE INV 1237961	£ 110.40	£ 22.08	£ 132.48
PICKERINGS	CONTAINER HIRE INV 1237962	£ 184.00	£ 36.80	£ 220.80
PROLUDIC	BALANCE DUE FROM MUGA/PLAY AREA BUILD AT ROMAN PARK INV SIN009309	£ 33,077.80	£ 6,615.56	£ 39,693.37
PROLUDIC	RETAINER BALANCE DUE FOR MUGA/PLAY AREA BUILD AT ROMAN PARK INV SIN009042	£ 6,089.90	£ 1,217.98	£ 7,307.88
PROLUDIC	ADDITIONAL WORK AGREED FOR SUDS FOR MUGA/PLAY AREA INV SIN009091	£ 6,644.00	£ 1,328.80	£ 7,972.80
PROLUDIC	MAINTENANCE WORK AT BERRYFIELDS GREEN/RIDGELINE INV SIN09725	£ 1,085.00	£ 217.00	£ 1,302.00
PROLUDIC	FITTING AND FIXTURE OF NEW SLIDE BERRYFIELDS GREEN INV SIN009996	£ 3,126.79	£ 625.36	£ 3,752.15
		£ 66,624.46	£ 10,817.95	£ 77,442.42
LLOYDS				
			£ -	
UMBRELLA PLUMBING	SERVICE OF WATER TANK INV OCT2400350	£ 350.00	£ 70.00	£ 420.00
RTM	GRADE AND SEED VIEWING MOUND INV 5017	£ 900.00	£ 180.00	£ 1,080.00
SHARD	NEW ROUTER INV 5216	£ 120.00	£ 24.00	£ 144.00
SHARD	OFFICE 365 LASTPASS MONTHLY SUPPORT INV 5296	£ 627.96	£ 125.59	£ 735.55
ASTON CLEANING	INV 3041	£ 844.03	£ 168.81	£ 1,012.84
DAYLA	INV1543935	£ 131.30	£ 26.26	£ 157.56
SEE IT CLEAN	NOV WINDOW CLEAN INV 14590	£ 80.00	£ 16.00	£ 96.00
NOLAN SUPPORT	CLEAR RUBBISH FROM VERSAILLES BOXES INV NSS216	£ 196.00		£ 196.00
DAYLA	INV 1550437	£ 310.77	£ 62.15	£ 372.92
		£ 3,249.29	£ 610.66	£ 3,841.95
	TOTAL	£ 69,873.75	£ 11,428.61	£ 81,284.37

Account Transactions	PAYMENTS PAID AND BUDGETED			
Berryfields Parish Council				
For the period 18 October 2024 to 19 November 2024				
Date	Source	Description	Debit	Credit
Berryfields Parish Council				
18/10/2024-19/11/24 Inc	Spend Money	Amazon - general expenses for hall/events	0.00	809.39
18 Oct 2024	Receive Money	Bucks Council - refund	37.00	0.00
21 Oct 2024	Receive Money	hmrc VAT RETURNS FOR QTR ENDING SEPT 24	25,596.99	0.00
21 Oct 2024	Spend Money	epos	0.00	12.00
22 Oct 2024	Spend Money	Adobe	0.00	19.97
23 Oct 2024	Receive Money	Berryfields Brew- Our Berryfields Advertiser	240.00	0.00
24 Oct 2024	Spend Money	HMRC PAYE/NIC CUMB	0.00	909.24
25 Oct 2024	Spend Money	Holiday Tracker - on line annual leave app	0.00	2.10
28 Oct 2024	Spend Money	DCK- fees	0.00	170.88
28 Oct 2024	Receive Money	MRH Construction	240.00	0.00
31 Oct 2024	Spend Money	hmrc	0.00	2,000.00
31 Oct 2024	Spend Money	NPOWER backdated payment for power to cctv pole	0.00	123.20
31 Oct 2024	Spend Money	NPOWER backdated payment for power to cctv pole	0.00	196.63
01 Nov 2024	Spend Money	NPOWER backdated payment for power to cctv pole	0.00	52.67
04 Nov 2024	Spend Money	Commission	0.00	13.75
04 Nov 2024	Spend Money	BUCKINGHAMSHIRE COUNCIL - litter bins	0.00	146.60
04 Nov 2024	Receive Money	Loyalty Reward	1.05	0.00
06 Nov 2024	Receive Money	Dawn Green T/A Affinity - Our Berryfields Advert	60.00	0.00
07 Nov 2024	Receive Money	T Garrad -Our Berryfields Advert	60.00	0.00
08 Nov 2024	Spend Money	Amazon	0.00	12.99
08 Nov 2024	Receive Money	D Watson	20.00	0.00
14 Nov 2024	Spend Money	Stem Group	0.00	64.80
14 Nov 2024	Spend Money	Stem Group	0.00	408.00
15 Nov 2024	Spend Money	Amazon	0.00	4.40
15 Nov 2024	Spend Money	Amazon	0.00	8.13
15 Nov 2024	Spend Money	Amazon	0.00	5.99
18 Nov 2024	Receive Money	ANNE MORRIS	20.00	0.00
18 Nov 2024	Spend Money	Laurilee Green	0.00	11.99
19 Nov 2024	Spend Money	EoN	0.00	1,928.36
BPC - Treasurers Account			26,276.04	8,701.08
LLOYDS - ROMAN PARK HALL				
18 OCT-19 NOV INC	Hall hire		10118.55	
18 Oct 2024	Receive Money	Roman Park Tennis	23.18	0.00
18 Oct 2024	Spend Money	Anthea Cass - bar expenses	0.00	83.30
18 Oct 2024	Spend Money	Sarah Tomlin - events expenses	0.00	23.80
18 Oct 2024	Spend Money	Sarah Tomlin- events expenses	0.00	25.00
18 Oct 2024	Spend Money	FRITH- ANNUAL PAT TEST FOR HALL	0.00	53.90
21 Oct 2024	Receive Money	EPOS NOW	8.91	0.00
21 Oct 2024	Receive Money	EPOS NOW - BAR TAKINGS	1,563.37	0.00
21 Oct 2024	Receive Money	EPOS NOW- BAR TAKINGS	14.34	0.00
23 Oct 2024	Receive Money	Roman Park Tennis	13.80	0.00
24 Oct 2024	Receive Money	Roman Park Tennis	23.00	0.00
24 Oct 2024	Spend Money	EPOS NOW	0.00	87.60
24 Oct 2024	Spend Money	Deposit refund	0.00	50.00
24 Oct 2024	Receive Money	event ticket sales	3.20	0.00
24 Oct 2024	Receive Money	event ticket sales	3.20	0.00
28 Oct 2024	Receive Money	EPOS NOW-BAR TAKINGS	250.98	0.00
28 Oct 2024	Spend Money	Waterlogic	0.00	18.98
28 Oct 2024	Receive Money	EPOS NOW-BAR TAKINGS	81.63	0.00
28 Oct 2024	Spend Money	Printnow	0.00	15.00
28 Oct 2024	Spend Money	Printnow	0.00	42.00
28 Oct 2024	Spend Money	Lock and Key	0.00	136.80
28 Oct 2024	Spend Money	SIGN WIZARD	0.00	160.49
28 Oct 2024	Spend Money	Sarah Tomlin	0.00	9.95
28 Oct 2024	Receive Money	event ticket sales	6.40	0.00
29 Oct 2024	Spend Money	Lemon	0.00	20.40
29 Oct 2024	Spend Money	Deposit refund	0.00	100.00
29 Oct 2024	Spend Money	Deposit refund	0.00	100.00
29 Oct 2024	Receive Money	event ticket sales	14.40	0.00
30 Oct 2024	Receive Money	Roman Park Tennis	39.45	0.00
31 Oct 2024	Receive Money	EPOS NOW-BAR TAKINGS	820.54	0.00
31 Oct 2024	Receive Money	Roman Park Tennis	32.38	0.00
04 Nov 2024	Receive Money	EPOS NOW-BAR TAKINGS	110.33	0.00
04 Nov 2024	Receive Money	EPOS NOW-BAR TAKINGS	142.77	0.00
04 Nov 2024	Spend Money	Deposit refund	0.00	50.00
05 Nov 2024	Receive Money	card	14.25	0.00
06 Nov 2024	Receive Money	card	39.00	0.00
07 Nov 2024	Receive Money	EPOS NOW-BAR TAKINGS	70.47	0.00
08 Nov 2024	Receive Money	BAR Sales-CASH	920.00	0.00
08 Nov 2024	Receive Money	Roman Park Tennis	4.60	0.00
11 Nov 2024	Receive Money	EPOS NOW-BAR TAKINGS	68.41	0.00
11 Nov 2024	Spend Money	Deposit refund	0.00	100.00
11 Nov 2024	Spend Money	Deposit refund	0.00	100.00
12 Nov 2024	Receive Money	EPOS NOW-BAR TAKINGS	43.02	0.00
13 Nov 2024	Spend Money	Lemon	0.00	48.00
14 Nov 2024	Spend Money	EPOS NOW	0.00	18.00
14 Nov 2024	Spend Money	expenses	0.00	16.06
14 Nov 2024	Spend Money	Lisa Gibson	0.00	4.35
14 Nov 2024	Receive Money	Roman Park Tennis	4.60	0.00
Total LLOYDS-RPH			14,434.78	1,263.63