

**Minutes of Berryfields Parish Council Meeting
held at Roman Park, Sir Henry Lee Crescent, Aylesbury, HP18 0YT
on Wednesday 17th July 2025.**

Present: Councillors Arun Sekhar (Chairman), Alagappan Muthu, Deepak Jose, Gareth Lane, Karen Ward, Kishore Dammala, Lucy Harmes, Vinay Victor, Anthea Cass (Parish Clerk), Lisa Gibson (Hall Manager and minute taker), Chirag Chotai (Buckinghamshire Councillor)

25.1 Apologies for Absence

Cllrs Rayapalli, Green, and Anderson.

25.2 Declarations of Interest

None declared.

25.3 Public Open Forum (Meeting Adjourned)

- A resident raised ongoing concerns about parking issues in Mayberry Place, which have been reported multiple times without resolution. Discussion included whether a PSO (Police Support Officer) patrol could help. Any agreed action must be enforceable, given that the roads remain unadopted.
 - Another resident raised parking concerns at AVA School, where yellow lines and 'No Parking' signs are being ignored. Cllr Sekhar confirmed he had spoken with the Headteacher, who felt the situation was under control. The school's facilities manager reported significant improvement thanks to the signage and the support of staff/volunteers assisting children crossing the road.
 - A resident also raised concerns regarding unmaintained hedges along Sierra Drive and lack of grass cutting in Mayberry Place. These areas remain under Taylor Wimpey's responsibility. The Clerk will contact Taylor Wimpey once the resident provides a list of affected areas.
 - Cllr Chotai confirmed that he had emailed Taylor Wimpey with the issues raised and received an acknowledgment. He will share their full response with councillors once received.
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25.4 Police Report

No police report received.

25.4.1 Planning Applications

1. 25/01870/APP – 2 Pershore
Householder application for single-storey rear extension.
Resolution: No objection (neutral stance).
Proposed: Cllr Dammala
Seconded: Cllr Harmes
 2. 25/01899/APP – 7 Lakeland Drive, Aylesbury HP18 0ZU
Householder application for single-storey rear extension and garden office.
Resolution: No objection (neutral stance).
Proposed: Cllr Dammala
Seconded: Cllr Harmes
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25.5 Approval of Previous Minutes

Minutes from the Parish Council meeting held on 18th June 2025 were approved.

Proposed: Cllr Ward

Seconded: Cllr Victor

25.6 Land and Facilities

Clerk's report circulated in advance.

- Allotments & Park Inspections:
Ongoing maintenance reported.
- Marston Green Equipment Upgrade:
Councillors agreed to proceed with the premium quote from Caloo for new play equipment.
Proposed: Cllr Lane
Seconded: Cllr Victor
- Swing Set Replacement (Gateway Park):
The Clerk reported the need for infant swing seats and will obtain quotes for new equipment as the current sets are nearing end-of-life.
Proposed: Cllr Muthu
Seconded: Cllr Harmes

25.7 Finance

25.7.1 Approval of Payments

To approve the payment run and ratify budgeted payments made outside the meeting. Cllr Victor commended the Clerk on the clarity and consistency of weekly transaction reports.

Unanimously Approved

Proposed: Cllr Harmes

Seconded: Cllr Jose

25.7.2 Accounts to End of June

Cllr Sekhar noted an error in the heading — requested it be amended to "Year to Date".

Unanimously Approved

Proposed: Cllr Victor

Seconded: Cllr Jose

25.8 Policies for Review and Approval

Risk Policy for Roman Park Hall

Approved

Proposed: Cllr Harmes

Seconded: Cllr Jose

25.9 Ongoing Projects & New Proposals

(As outlined in the Clerk's report)

MVAS (Mobile Vehicle Activated Sign)

Resolved in March to proceed with the solar option. Bucks Council has already carried out due diligence; no further action needed by Parish Council except to place order.

Book Swap Stores

Clerk has contacted AVA and Green Ridge schools – both happy to host book swap stores. The Clerk will visit to finalise locations.

A councillor or member of the public may be asked to maintain the stores.

Two stores to be purchased at £369 + VAT each, similar to the one at Roman Park Hall.

Approved

Proposed: Cllr Dammala

Seconded: Cllr Harmes

Business Fair

A working group was agreed: Cllrs Victor, Dammala, Muthu, and Jose.

Purpose: To survey local business owners to identify interests, frequency, and format of future events.

Survey to be circulated via Facebook, with Cllr Sekhar providing final questions.

Agreed: Businesses to be charged a nominal fee (£20–£30) to participate.

Approved

Proposed: Cllr Muthu

Seconded: Cllr Dammala

25.10 Children's Fun Days – August 2025

Confirmed Dates: 6th & 20th August, 11:00 AM – 4:00 PM

Volunteers Needed.

Note; Fun Fair scheduled separately on 7th & 20th August;

25.11 Our Berryfields Magazine

Proposal to reduce print editions to three per year (from February 2026) was discussed.

- Cllr Victor: Community values all four editions; kids especially enjoy it. Suggested sourcing content from local Facebook groups.
- Cllr Muthu: Agreed, highlighting that not all residents are digitally inclined.
- Cllr Harmes: Suggested trialling a reduction to three editions for a year.
- Cllrs Sekhar and Lane: Both supported keeping the current four editions.

Outcome:

Unanimously agreed to retain four editions per year.

Suggested: Include updates on key local issues and actions being taken by the Parish Council.

25.12 Councillor Reports & Matters of Note

- Cllr Sekhar attended a local shop opening event.
 - Cllrs Jose and Sekhar attended a Martial Arts demonstration (Indian-origin martial arts) at Roman Park Hall.
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25.13 Date of Next Meeting

Meeting closed at 8:15 PM

BERRYFIELDS PARISH COUNCIL Payment run 18 JULY 2025				
	BERRYFIELDS PARISH COUNCIL Payment run 18 JULY 2025	Net	VAT	Total £
BARCLAYS				
		£ -	£ -	£ -
LLOYDS				
			£ -	
DCK Payroll	Office Staff	£ 6,100.44	£ -	£ 6,100.44
DCK Payroll	Hall Manager and Casual staff	£ 5,025.54	£ -	£ 5,025.54
DCK Payroll	Pension/NI	£ 2,782.67	£ -	£ 2,782.67
DCK Payroll	Inv 25751	£ 158.75	£ 31.75	£ 190.50
Attitude Autos	Inv AA00861 park inspections	£ 400.00	£ -	£ 400.00
Pickerings	Inv 1293491 June	£ 105.60	£ 21.12	£ 126.72
Pickerings	Inv 1293992 June	£ 176.00	£ 35.20	£ 211.20
Pickerings	Inv 1301177 July	£ 100.80	£ 20.16	£ 120.96
Pickerings	Inv 1301178 July	£ 168.00	£ 33.60	£ 201.60
UK Securities	Inv 02182 repairs to Berryfields Green CCTV	£ 195.00	£ 39.00	£ 234.00
Lucy Harmes	Inv BPC1	£ 90.00	£ -	£ 90.00
KC Hogan	Inv 25 06-020	£ 165.00	£ 33.00	£ 198.00
Baughan Pest Control	Inv 7902 Big Top Nursery Bi monthly vermin control	£ 100.00	£ 20.00	£ 120.00
RTM	Inv 0072 water plants	£ 250.00	£ 50.00	£ 300.00
Aston Cleaning	Inv 3602	£ 926.84	£ 185.37	£ 1,112.21
Proludic	Inv SIN10988	£ 453.00	£ 90.60	£ 543.60
Proludic	Inv SIN10987 installation of new equipment Noble Crescent	£ 1,205.86	£ 241.16	£ 1,447.02
Proludic	Inv sIN10986 Installation of new equipment Noble Crescent	£ 7,819.20	£ 1,563.84	£ 9,383.04
Proludic	Inv SIN10985 maintenance pack for parks	£ 1,265.70	£ 253.12	£ 1,518.82
Dayla	Inv S1162447	£ 371.40	£ 74.28	£ 445.68
Shield	Inv 9070	£ 927.33	£ 185.47	£ 1,112.80
Shard Software	Inv 0030 Website design - June	£ 300.00	£ 60.00	£ 360.00
RTM	Inv 0172 Monthly contractual work	£ 2,808.75	£ 561.75	£ 3,370.50
RTM	Inv 0192 water planter	£ 250.00	£ 50.00	£ 300.00
RTM	Inv 0091 water planter	£ 250.00	£ 50.00	£ 300.00
CIA Fire	Inv 2288402 smart access subs for tennis court gate	£ 546.00	£ 109.20	£ 655.20
Shard Tech	Inv 6134 Office 365 monthly fees/security/lastpass/monthly support	£ 679.90	£ 135.98	£ 815.88
BMKALC	Inv 6194 Place shaping conference A Cass	£ 25.00	£ -	£ 25.00
BMKALC	Inv 6193 Place shaping conference S Tomlin	£ 25.00	£ -	£ 25.00
BMKALC	Inv 6144 Chairing Skills In-person Cll Sekhar	£ 50.00	£ -	£ 50.00
Dayla	Inv 460317	£ 489.81	£ 97.92	£ 587.53
TAWG	Inv TAWG0161092 First aid training	£ 374.50	£ 74.90	£ 449.40
TEEC Website Hosting	Inv 5122 Annual website hosting	£ 467.30	£ 93.46	£ 560.76
Wild Science	Inv 5505 - childrens fun day 5% discount on early payment	£ 445.55	£ 89.11	£ 534.66
Alan Gibbons	Inv 13.7.25 Install bins at Roman Park and repair tennis table	£ 421.00	£ -	£ 421.00
Alan Gibbons	Inv 13.7.25 repair work to parks	£ 1,125.00	£ -	£ 1,125.00
Matthew O'Sullivan	Inv 14/07/2025 bar work for wedding	£ 104.63	£ -	£ 104.63
Dayla	Inv 460317	£ 100.99	£ 20.20	£ 121.19
Stuart Gibson	Inv 14.07.2025 bar work for wedding	£ 40.50	£ -	£ 40.50
Zorbs	Inv 874 for childrens fun day	£ 900.00	£ -	£ 900.00
Sure2door	Inv 6120	£ 2,918.42	£ 101.28	£ 3,019.70
Bella Pizza	Pizza for youth club end of season party (from youth club funds)	£ 125.00	£ -	£ 125.00
Fandango Faces	Inv 0725005 face painting for summer fun	£ 280.00	£ -	£ 280.00
		£ 27,605.83	£ 4,321.47	£ 31,927.10
	TOTAL	£ 27,605.83	£ 4,321.47	£ 31,927.10