

**Minutes of Berryfields Parish Council Meeting  
held at Roman Park, Sir Henry Lee Crescent, Aylesbury, HP18 0YT  
on Wednesday 18<sup>th</sup> March 2026.**

**Present:** Councillors Arun Sekhar (Chair), Deepak Jose, Gareth Lane, Karen Ward, Kishore Dammala, Laurilee Green, Lucy Harmes, Vinay Victor, Anthea Cass (Clerk), Sarah Tomlin (Deputy Clerk and Minute Taker)

**26.1 Apologies for Absence**

Cllr Rayapalli, Cllr Muthu

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**26.2 Declarations of Interest**

None

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**26.3 Open Forum**

- A resident commented on the lack of colour around the estate and suggested the introduction of daffodils and other flowers. He suggested that, potentially via the parish newsletter, residents could be invited to collect bulbs from the parish council office for planting around the estate.
- A resident enquired about Lawful Development Certificates in relation to planning applications and whether the Parish Council is able to issue such certificates. Councillors Green and Sekhar confirmed that this responsibility lies with Bucks Council, as the Parish Council does not have the authority in this area.

The resident also asked when yellow planning notices are displayed; Councillor Sekhar advised that these are posted once Buckinghamshire Council receives a planning application.

In addition, the resident queried the procedure for members of the public to appeal against a planning application. Councillor Sekhar explained that Bucks Council provides a period during which the public can access the planning portal to submit comments or objections.

The resident further raised concerns regarding the collection of food waste bins. Cllr Green advised that individual cases of missed collections should be reported via the Bucks Council website. Councillors added that, where an issue affects an entire street, the Parish Council may intervene on residents' behalf.

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**26.4 Police Report**

PC Ashley Collins gave updates on anti-social behaviour and crime noting that Berryfields experiences fewer incidents compared to some neighbouring areas; Graffiti remains an issue and officers are working to address this, including liaising with local schools; Reports have been received of ASB near Sainsbury's and Farmingdale Close, with the majority involving young people; Intervention work is being carried out in relation to knife crime.

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## 26.5 Planning

No planning applications for consideration.

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### 26.5.1 Buckinghamshire Local Plan

To note that, due to timing requirements ahead of this meeting, the Clerk sought and received approval from councillors via email to work with Buckingham Park PC and Watermead PC in respect of the Buckinghamshire Local Plan.

The council is asked to retrospectively note and ratify this approval.

*Proposed: Cllr Green, Seconded: Cllr Jose*

Cllr Victor congratulated the Clerk and extended his appreciation in her professional handling of this.

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## 26.6 Minutes

The minutes of the Parish Council meeting held on 18<sup>th</sup> February 2026 were approved.

*Proposed: Cllr Jose, Seconded: Cllr Dammala*

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## 26.7 Land & Facilities

- **Roman Park & Village Hall:** Update as circulated on Clerk's report.
- **Outside Stage:** Councillors considered options to either move or sell the stage. Various options were discussed, and it was generally agreed that it would be preferable to retain and make use of the stage rather than dispose of it. It was suggested that a final decision be deferred until the available space is clearer following completion of the new car park works.

It was therefore proposed that the stage be retained.

*Proposed: Cllr Jose, Seconded: Cllr Green*

Councillors were also asked to consider either purchasing or continue renting the containers behind the hoarding as these will also need to be moved prior to car park work commencing.

- **Graffiti:** Councillors discussed the increasing issue of graffiti on benches, pathways and bins across the estate, noting that it is not sustainable for the maintenance team to continually remove it. A number of suggestions were considered, including installing signage, organising volunteer led clean-up initiatives, and liaising with local schools to develop an artwork competition for benches as a potential deterrent. Councillor Lane suggested piloting artwork on a small number of benches before considering a longer term approach.

It was agreed to proceed with a pilot scheme involving two benches to assess its effectiveness.

*Proposed: Cllr Lane, Seconded: Cllr Harmes*

- **Park Inspections & Repairs:** The Consortium is liaising with Proludic regarding park transfers.
- **Land Transfers:** No update as yet.
- **Scout Hut:** Councillors considered a request from 1st Berryfields Scouts, submitted via Cllr Green, for support in exploring the provision of a Scout Hut. Cllr Green shared drawings from the Beavers highlighting the need for a dedicated space. A possible location behind Green Ridge was discussed due to road access and parking potential.

It was agreed that, subject to the land transferring to the Parish Council, Cllr Green will liaise with the Scouts and take this forward.

*Proposed: Cllr Jose, Seconded: Cllr Lane*

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## **26.8 Finance**

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

*Proposed: Cllr Green, Seconded: Cllr Jose*

**26.8.2** To approve the accounts to end February 2026.

*Proposed: Cllr Jose, Seconded: Cllr Green*

**26.8.3** Finance Committee Update: Cllr Rayapalli gave an update via email (in his absence), requesting read-only access to Xero for Finance Committee members, including himself and Cllr Alagappan, to review annual expenditure and identify potential cost savings.

Councillors agreed that read-only access would be permitted during Finance Committee meetings, and within the Parish Office.

*Proposed: Cllr Green, Seconded: Cllr Jose*

The Clerk and RFO advised that councillors are responsible for setting the budget, with expenditure managed by the RFO within that agreed budget. It was also noted that weekly accounts and Xero reports are provided for councillor review.

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## **26.9 Policies**

To review and approve the following policies (circulated)

- Finance and Procurement Regulations
- Risk Assessment and Management
- Internal Financial Control

The Finance and Procurement Regulations were reviewed and approved. Due to time constraints, the Clerk was unable to provide the Risk Assessment and Management, and Internal Financial Control documents; these items will therefore be deferred to the next meeting.

*Proposed: Cllr Harmes, Seconded: Cllr Jose*

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

- New Storage Containers: Councillors considered the quotes for flat-packed storage containers as circulated in the Clerk’s Report.

The Cleveland quote was approved.

*Proposed: Cllr Lane, Seconded: Cllr Jose*

**26.11 Our Berryfields**

The Clerk confirmed that the Parish Council will continue to work with Eight Group for printing; however, following distribution issues with the last edition, delivery to residents of the upcoming Spring edition will be managed in-house.

The deadline for submitting content is Thursday 2nd April.

**26.12 Meetings & Matters of Report**

Cllr Ward reported that she had attended a meeting of the Buckinghamshire Conservation Trust, which focused largely on land to the rear of Berryfields towards Buckingham Park.

An invitation to attend the Trust’s AGM in September was also noted.

**26.13 Dates of Next Parish Council Meeting**

Wednesday 15<sup>th</sup> April 2026

**Final Item:**

It was resolved that, under Section 1 of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting, due to the confidential nature of the business.

Additional note made outside the published minutes

Meeting closed 20:38

Approved and signed by:

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