

Minutes of the Annual Parish Council Annual Meeting
held at Roman park, Sir Henry Lee Crescent, Aylesbury, HP190YT
on Wednesday 17th May 2023.

Present: Councillors Laurilee Green (Chairman), Arun Sekhar, Gareth Lane, Lucy Harmes, Louise Rees, John Yandrapati, Bindu Gundapudi, Nigel Pike, Ricky Smith, Anthea Cass (Clerk), Angelika Opoka (Assistant Clerk), Hannah Cass (minute taker).

The meeting commenced immediately after the Annual Report of the Council had been delivered to the meeting(the meeting also included the open forum and an update from Buckinghamshire Councillor Ashley Waite).

Cllr Green delivered the report to the councillors.

23.1 Election of Chairman & Acceptance of Office

Cllr Green opened the meeting and nominations were asked for the position of Chairman. Cllr Green was proposed by Cllr Lane and seconded by Cllr Rees. Cllr Sekhar was nominated and proposed by Cllr Gundapudi. Cllr Harmes was asked for her vote, to which she voted for Cllr Green. This made the vote for Cllr Green unanimous. Cllr Green accepted the position of Chairman and signed the Declaration of Acceptance of Office.

23.2 Election of Vice Chairman & Acceptance of Office

Cllr Green asked for nominations for the position of Vice Chairman. Cllr Sekhar was proposed by Cllr Gundapudi and seconded by Cllr Lane. Cllr Redshaw was proposed by Cllr Rees and seconded by Cllr Harmes. Due to the split vote, Cllr Green had the deciding vote and voted in favour of Cllr Redshaw as Vice Chairman. Cllr Redshaw was not present at the meeting so did not sign the Declaration of Acceptance of Office.

23.3 Apologies for absence

Cllr Redshaw.

23.4 Declaration of Interest - to declare any personal or prejudicial interests regarding the agenda.

No declarations of interest.

23.5 General Power of Competence.

To confirm that Berryfields Parish Council remains eligible for the General Power of Competence having met the criteria. Two thirds of councillors are elected, and the Parish Clerk is qualified (CiLCA).

Councillors agreed that Berryfields Parish Council will retain the General Power of Competence having met the criteria.

Agreed unanimously.

23.6 Co-option To consider and co-opt new councillors to fill vacancies.

The three candidates, Ricky Smith, Nigel Pike and Rajneesh Reddy Korpol were in turn interviewed by councillors.

The councillors then discussed each candidate, unanimously voting for Nigel Pike to fill the first vacancy.

Proposed by: Cllr Rees

Seconded by: Cllr Sekhar

The Councillors then discussed the other two candidates, with Cllr Green having the deciding vote of Ricky Smith to fill the second vacancy.

Proposed by: Cllr Lane

Seconded by: Cllr Rees

Cllr Green thanked the candidates, and congratulated Cllr Pike and Cllr Smith on their new positions. She encouraged Rajneesh to apply again should there be another position available. The two new Councillors signed the Declaration of Office in the presence of the clerk.

23.7 Police Report

- Covered in annual parish meeting – the community office advised they are unable to provide a written report as there is no specific report for just Berryfields and is impossible to just pull out information applicable to Berryfields. Instead of this the community officers will attend the monthly coffee morning at Roman Park Hall to answer any questions residents may have.

23.8 To agree minutes of the Parish Council Meeting held 19th April 2023.

Proposed by: Cllr Lane

Seconded by: Cllr Rees

23.9 Planning Matters

23/01258/APP | Modification to approved planning application 18/02680/APP to relocate the MUGA and associated alterations. | Roman Park Hall Sir Henry Lee Crescent Aylesbury Buckinghamshire HP18 0YT

Full details: 23/01258/APP | Modification to approved planning application 18/02680/APP to relocate the MUGA and associated alterations. | Roman Park Hall Sir Henry Lee Crescent Aylesbury Buckinghamshire HP18 0YT (aylesburyvaledc.gov.uk)

Resolved to be in favour.

Proposed by: Cllr Harmes

Seconded by: Cllr Rees

Agreed unanimously.

23/01456/VRC | Variation of Condition 2 & 3 attached to planning permission 22/04046/APP (Householder application for installation of a domestic air source heat pump to provide hydronic heating & cooling) To allow for the change of air source heat pump unit to an equivalent | 25 Topaz Lane Aylesbury Buckinghamshire HP18 0ZP

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Resolved to be neutral.

Proposed by: Cllr Sekhar

Seconded by: Cllr Pike

23.10 LAND AND FACILITIES

Roman Park & Village Hall

The Clerk discussed her wishes to have a window installed at the reception desk, and the Councillors discussed the pros and cons of this, coming to the agreement that it was appropriate to have this installed to provide safety and warmth.

Resolved to install a new window at reception desk:

Proposed by: Cllr Gundapudi

Seconded by: Cllr Pike

MUGA

Update on planning application as above.

The Clerk informed the Councillors that the planning application has been extended to 14th June. She said that Bucks are allowing amendments to the existing application. Cllr Lane asked if this would come at any extra cost, to which the Clerk said it would not.

A member of the public asked if there would be lighting, to which the Clerk responded that there is no plan for lighting, but floodlights is something that needs to be looked into. The member of the public suggested having low level lights and said that other places have them so people will choose to go there instead. The Clerk said there will be lights eventually, but it is a matter of funding.

ALLOTMENTS

Update

The Clerk raised the issue of deposits that Cllr Lane raised in last month's meeting. She sent an email about it and said that it is now up to the Councillors to decide what they want to do.

Cllr Green asked the Councillors what their thoughts are. Cllr Lane said he still thinks deposits are appropriate. The Clerk said that the allotments are not there to make profit, and they are for the community – the cost of the plots are supposed to be what goes back into looking after them. Cllr Rees advised that most families are not in the position to pay a deposit. Cllr Lane disagreed.

The Clerk said it cost £350 to clear a couple of plots. Cllr Yandrapati raised his concern over why parishioners should pay for something someone else has messed up.

Cllr Gundapudi asked if anything can be done about the people on the waiting list, possibly removing people who are not looking after their allotments, to which the Clerk replied that she has taken a couple of plots back this time due to people not looking after them.

Cllr Lane suggested that the idea of the deposit is for people to take accountability because they will want their deposit back. Cllr Sekhar asked if they are in a loss this year, to which the Clerk replied that they are not.

Cllr Green and Cllr Lane suggested waiting a year, and deciding then. Cllr Yandrapati asked what the value was in waiting a year, when they can look at the stats from previous years.

The Clerk said the only cost being paid for the allotments is for RTM, who also cut the grass around the whole building. Cllr Lane asked about water, to which the Clerk replied that the plot holders collectively pay for their water. Cllr Lane then asked about looking into getting a tap outside. The Clerk said it was investigated by the previous Clerk but agreed to look into it again.

Cllr Green suggested having a look at figures over the last few years, find out the costs occurred, look at the possibility of mains water, and then depending on the figures, put the matter on the agenda for next month. The Clerk agreed to send the figures to the Councillors and will put it on the next agenda.

PARK INSPECTIONS

A member of public raised the issue of broken equipment. The Clerk said this will be looked at.

The clerk advised councillors that Proludic were the best fit company to repair the zip wire at Roman Park play park as they originally installed the equipment and would be able to repair where other play park companies would need to replace it.

Resolved: Proludic to repair the zip wire.

Proposed by: Cllr Rees

Seconded by: Cllr Harmes

23.11 Finance & Administration

1.To agree the payment run for May 2023

BERRYFIELDS PARISH COUNCIL Payment run 17th May 2023				
Payee	Detail	Net	VAT	Total £
Staff salaries & expenses	Net salaries and expenses	£ 5,632.04	£	5,632.04
Nolan Support	Litter picks/ waste bag clearance invoice 0447	£ 276.16	£ 55.24	£ 331.40
Agnieszka Albors consulting	Park Inspections inv PC001855	£ 187.50	£0.00	£ 187.50
Baughan Pest Control	Bi monthly servicing invoice 5802	£ 100.00	£ 20.00	£ 120.00
Pickerings	Container hire inv no 1090098	£ 160.00	£ 32.00	£ 192.00
Pickerings	Container hire inv no 1090097	£ 96.00	£ 19.20	£ 115.20
KC Hogan	Accountancy and Bookkeeping services to date inv 23 04 -18	£ 600.00	£ 120.00	£ 720.00
RTM	Grass Cuts to parks and allotments inv 4030	£ 2,014.29	£ 402.86	£ 2,417.15
Shard Tec	Office 365 Invoice 3492	£ 70.20	£ 14.04	£ 84.24
PWLB Loan	Loan repayment on RPH	£ 13,134.87	£0.00	£ 13,134.87
Playdale	replacement park equipment	£ 190.81	£ 38.16	£ 228.97
		£ 22,461.87	£ 701.50	£ 23,163.37
Receipts	Recharges to Taylor Wimpy for Parks	-£ 5,681.13	-£ 1,136.23	-£ 6,817.36
	Recharges to Tilia Homes for parks	-£ 1,413.36	-£ 282.67	-£ 1,696.03
	Grant from Communities Board in respect of Jubilee event 2022	-£ 1,417.00	£0.00	-£ 1,417.00
	Allotment rent	-£ 340.00	£0.00	-£ 340.00
	Stripe payments for tennis court hire	-£ 73.36	-£ 18.34	-£ 91.70
	Cash receipts for teas and memorabilia at Coronation			£ 145.00
		-£ 8,924.85	-£ 1,437.24	-£ 10,217.09
Budgeted Payments made				
Gallager	Insurance renewal	£ 10,284.62	£0.00	£ 10,284.62
Duncan Lee	Coronation Band	£ 1,400.00	£0.00	£ 1,400.00
Dj Dan Blaze	Coronation Entertainer	£ 200.00	£0.00	£ 200.00
Jess Price	Coronation Fire Eater	£ 250.00	£0.00	£ 250.00
XYZ Music	Coronation PA System	£ 300.00	£60.00	£ 360.00
Bonkerzzz Castles	Coronation Bouncy Castle	£ 275.00	£0.00	£ 275.00
David Fountain	Coronation Security/first aiders	£ 332.50	£0.00	£ 332.50
Play Inspection	Annual Inspection fees	£ 2,460.00	£0.00	£ 2,460.00
Cole Easdon	Surface/drainage for MUGA work	£ 2,700.00	£ 540.00	£ 3,240.00
		£ 18,202.12	£ 600.00	£ 18,802.12

Proposed by: Cllr Yandrapati

Seconded by: Cllr Rees

2. To agree the accounts to the end of April 2023

Proposed by: Cllr Rees

Seconded by: Cllr Gundapudi

3. To report on update of current position with accountant K C Hogan.

The clerk advised that the BPC accounts have now been transferred over to Xero by the accountant but there are a few issues to iron out but should be resolved in time for the June accounts.

Roman Park accounts are still to be transferred over and until complete we are unable to submit accounts to the internal auditor for the annual audit to be completed. Gus Orchard is aware of the situation and will work with the parish council to try to meet deadlines.

Cllr Sekhar asked about the obscure figures, to which the Clerk replied that the accountant has been lumping costs together assuming they are the same, and that the total still adds up to the right amount, but the cost centres are wrong.

4. To agree the revised following Parish Council Policies (already circulated) Standing Orders, Financial & Procurement Regulations

The Clerk said that a lot of the policies need updating and that standing orders have been left in case the Councillors want to add about the paper voting.

The Councillors discussed the issue of paper votes. Cllr Lane said that for subsequent years it had been a paper vote. Cllr Rees said she feels uncomfortable to raise hands, and Cllr Lane agreed saying there were one or two people who got emotional about it which is why it was changed. Cllr Green said that a show of hands is more transparent, and there are implications for the person counting the paper votes. Cllr Sekhar suggested paper ballots but showing the paper after to ensure transparency. Cllr Green put this to a vote and said that the majority vote will win. The majority of Councillors voted for a show of hands instead of a paper ballot.

The Clerk said this means that the standing orders will be the same. Cllr Green said she will sign this off at the next meeting.

5. To resolve to change the date of future Annual Parish Council meetings to no longer coincide with the Annual Parish Council Meeting. Details circulated ahead of the meeting.

The Clerk discussed the fact that it is more common to have them on separate evenings, having the first part as a celebration of the year. She said other parishes do cheese and wine, and invite other parishes to talk about what they have done.

Cllr Lane said that they have always done it this way. Cllr Green suggested that with the new hall it makes sense for it to be more of a celebration. Cllr Yandrapati agreed, saying it would be a chance to give thanks to the staff. Cllr Gundapudi and Cllr Green said they like the idea of inviting all the volunteers and thanking them for their hard work over the past year.

Cllr Green suggested splitting them next year, and if it doesn't work then it can be changed back the following year.

Resolved: split the meetings next year and revisit after that.

Proposed by: Cllr Lane

Seconded by: Cllr Rees

23.12 Community Grant Application

To consider grant application from Dementia Carers Respite, previously circulated.

Cllr Gundapudi asked where they are based, to which Cllr Green replied that they are based across Bucks, but not specific to anyone on Berryfields. Cllr Yandrapati suggested giving them a quarter of the amount they asked for because it is not specific to Berryfields. Cllr Lane said that Dementia will probably affect many families on Berryfields.

Resolved: To grant £250.

Proposed by: Cllr Sekhar

Seconded by: Cllr Gundapudi

23.13 Coronation Celebrations

Feedback and Financial

Cllr Green discussed the successes of the Coronation event. She said it was not the event they had originally planned but despite the weather lots of people turned up. She talked through the different entertainment and how well all of it went. Cllr Gundapudi said that lots of people were waiting outside in the rain for a long time waiting to come in. Cllr Green said most people were very accepting of the situation. She mentioned the isolated negative comments on Facebook but said that most were positive.

The Clerk ran through the figures: £119.50 was made on the afternoon tea, £2000 was made on the bar, £49 was made on the memorabilia.

23.14 Berryfields News & Communications

Update on Berryfields News

Cllr Green advised the name 'Our Berryfields' has been decided, and they are gathering content for it. She said that new email addresses have been set up, and that they are contacting people around Berryfields for new content. Cllr Sekhar has contacted Green Ridge school to do a piece on the Year 6 SATS. Cllr Green said the deadline is Friday 26th, and it will be going out the week beginning 19th June.

23.15 Highways and Transport

MVAS & Sentinel

The Clerk said that the connections for the MVAS were wrong but have now been changed so should now be working. Clerk and councillors will keep a check on this when passing by.

Cllr Green suggested speaking with Cllr Ashley Waite about the possibility of a grant for speed guns. She said that they will be going into schools to start a campaign, as well as another competition for speeding and parking. Parking will also be mentioned in the next edition of Our Berryfields.

Cllr Sekhar asked about the possibility of a traffic warden for Green Ridge school, to which Cllr Green replied that they were making their own investigations into that and that she has a meeting with the head of year next week so she will follow up then.

23.16 Meetings & Matters of Report

Update on the new youth club project meeting

Cllr Lane updated councillors on the meeting with **Monica Bergh** Lead Practitioner (Youth VCS) Family support service at Buckinghamshire Council.

She has been involved in Youth groups across Aylesbury and had a lot of helpful advice. It has been decided to hold the Youth Club once a fortnight on Friday evenings, launching in September. He said it would be good to get someone to take a lead on it. He also said there are quite a few things to think about: there needs to be about five people to volunteer to help; possibility of cornering off the outside area; deciding a way to know who is in and out. He said that it would be best to start off with an hour-long session, starting with year 6/7 (but they are still debating this). He also suggested using Eventbrite or wristbands, and that there needs to be one adult per fifteen children.

Cllr Gundapudi said everyone needs to be DBS checked. The Clerk said that there needs to be training and policies put in place before it can be launched. She also mentioned the

Ambassador for Youth Concern for Aylesbury, who is looking for other places to set up Youth Clubs.

Cllr Yandrapati asked about funding, and Cllr Green replied that they are hoping for grants.

The Clerk and Cllr Gundapudi discussed that the meeting was an eyeopener and there was a lot to reflect on.

Cllr Rees asked about safeguarding training, to which the Clerk explained that everyone will get the relevant checks and training within the membership. She said it costs £100 per youth club, with a likely nominal fee for each DBS check. Cllr Green said that Monica will put them in touch with anything else they need to do.

August Celebration

Cllr Green suggested having a celebration in August to celebrate Roman Park being open for a year. She said this would be a free event, with a band and the bar open.

Cllr Gundapudi suggested that a lot of people will be on holiday in August.

Cllr Sekhar suggested using the money for an event to help the needy instead. Cllr Lane replied that providing a free event would be helping people have a cheap night out and gives people who can't afford a holiday something to do.

The Clerk said there is about £1500 left in the community event pot for this year, which includes Christmas.

Cllr Yandrapati suggested spending the money on other people rather than spending it on the Council. Cllr Lane and Cllr Rees agreed that they do not see it as spending it on the Council; it would be a free event for people and putting on an event which brings the community together is giving more than giving money out. Cllr Green suggested asking for food donations on the day.

Cllr Gundapudi said that a free event would be great as it marks the opening of the hall, as well as giving back to the community. She said it would make a huge difference to people who cannot afford a day out normally.

Cllr Green suggested going away and thinking about it for the next meeting; she said the general feeling is that they want to do something, but it needs to be decided what exactly that something is. The Clerk asked if a date should be pencilled in – 5th August.

Councillor Smith asked if we do other summer events for children. Cllr Green said we have had crafts, bouncy castles, donkeys, reptiles and Mystery Mondays. The Clerk said it needs to be decided if they want to do that this year as things will start getting booked up.

Cllr Green asked if the Councillors want to do summer events, and whether they are happy for the Clerk to start looking at activities. Cllr Lane asked if there will be a grant, to which the Clerk replied it is not likely.

23.17 Date of next meeting

Parish Council Meeting

Wednesday 21st June 2023 at 7:30pm.