

**Minutes of Berryfields Parish Council Meeting**

**held at Roman Park, Sir Henry Lee Crescent, Aylesbury, HP18 0YT**

**on Wednesday 21<sup>st</sup> February 2024.**

**Present:** Councillors Laurilee Green, Paul Redshaw (Vice Chairman), Bindu Gundapudi, John Yandrapati, Louise Rees, Lucy Harmes, Nigel Pike, Rick Smith, Anthea Cass (Clerk), Buckinghamshire Councillor Ashley Waite

24.1 **Apologies for absence**  
Cllr Lane & Cllr Sekhar

24.2 **Declarations of interests** in items on the agenda  
None

24.3 **Open forum** (under adjournment):

Members of the public discussed the issue of parked cars outside the school and asked if the parish council would consider funding cones to put in the no parking areas. The council will consider this. Cllr Waite added comments and agreed there may be a grant the council can apply for this.

24.4 **Planning**

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

Full details: [24/00217/APP | Change of use from agricultural to b8 storage or distribution | Whitesfield Farm Berryfields Quarrendon Buckinghamshire HP22 4AB \(aylesburyvaledc.gov.uk\)](#)

Councillors agreed unanimously to remain neutral.

Proposed: Cllr Redshaw

Seconded: Cllr Smith

Full details: [24/00255/APP | Householder application for erection of front porch and single storey rear extension | 9 Seabright Way Aylesbury Buckinghamshire HP18 1AF \(aylesburyvaledc.gov.uk\)](#)

Councillors agreed unanimously to remain neutral.

Proposed: Cllr Pike

Seconded: Cllr Rees

Full details: [24/00427/APP | Householder application for single storey rear extension | 4 Lakeland Drive Aylesbury Buckinghamshire HP18 0ZU \(aylesburyvaledc.gov.uk\)](#)

Councillors agreed unanimously to remain neutral.

Proposed: Cllr Redshaw

Seconded: Cllr Gundapudi

24.5 **Minutes**

To agree the Minutes of the Parish Council meeting held on 17<sup>th</sup> January 2024.

Proposed by Cllr Rees

Seconded by Cllr Gundapudi

24.6 **Land & facilities  
(Clerk's report)**

**Roman Park & Village Hall**

Update as circulated on Clerk's report.

Councillors agreed unanimously to approve the new zero hours contract for the weekend staff.

Proposed by: Cllr Smith

Seconded by: Cllr Rees

**Versailles Boxes**

Councillors agreed that the lights for these boxes should be electric and not solar powered as originally agreed. Clerk will arrange quotes for the installation of the ducts.

**Station Parking**

Councillors to ratify the continuation of the hire of the 40 spaces in the Aylesbury Parkway Station carpark. Contract as circulated.

Proposed by: Cllr Pike

Seconded by: Cllr Rees

**Allotments**

Nothing to report

**Park inspections and repairs**

Councillors to ratify the cost for the annual park inspection from Play Inspection Company

Proposed by: Cllr Redshaw

Seconded by : Cllr Smith

## Finance

24.7

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

<b>BERRYFIELDS PARISH COUNCIL Payment run 21 February 2024</b>				
	BERRYFIELDS PARISH COUNCIL Payment run 21 February 2024	Net	VAT	Total £
<b>BARCLAYS</b>				
Office Staff salaries & expenses	Net salaries and expenses	£ 3,954.12	0.00	£ 3,954.12
Agnieszka Albors consulting	Park Inspections inv PC001864	£ 172.50	£0.00	£ 172.50
Shard	inv 4190 Office 365	£ 130.00	£ 26.00	£ 156.00
Sure2Door	Printing Our Berryfields Jan Edition	£ 2,235.00	£ -	£ 2,235.00
Sure2Door	Delivery of Our Berryfields	£ 397.02	£ 79.40	£ 476.42
Blackwood Architects	Discharge of Conditions - £2000 and End of Defect Fee for hall as agreed at start of project 2019 £1000	£ 3,000.00	£ 600.00	£ 3,600.00
Pickerings	Rental charges for containers for	£ 550.40	£ 110.08	£ 660.48
Kevin Rose Auditor	Auditor consultation	£ 790.00	£ 158.00	£ 948.00
		£ 11,229.04	£ 973.48	£ 12,202.52
<b>LLOYDS</b>				
Hall Staff salaries and holiday pay	Bar staff/reception staff and backdated holiday pay for Jack Bull	£ 1,644.89	£ -	£ 1,644.89
Consultancy - hall	Duty Manager	£ 1,530.00	£ -	£ 1,530.00
Attitude Autos	Maintenance at Roman Park	£ 123.00	£ -	£ 123.00
Lock and Key	Access Control on Roman Park Hall Front door	£ 4,320.35	£ 864.07	£ 5,184.42
Lock and Key	HDMI Cable repair to CCTV	£ 76.38	£ 15.28	£ 91.66
Aston Cleaning	Hall cleaning for month of February	£ 844.03	£ 168.81	£ 1,012.84
Aylesbury Fire Systems	3 hour drain down test	£ 99.75	£ 19.95	£ 119.70
Aylesbury Fire Systems	Major Fire alarm annual service	£ 170.00	£ 34.00	£ 204.00
		£ 8,808.40	£ 1,102.11	£ 9,910.51
	<b>TOTAL</b>	£ 20,037.44	£ 2,075.59	£ 22,113.03
<b>Receipts</b>				
	Big Top Nursery Recharge of electricity	£ 1,051.26	210.25	£ 1,261.51

Proposed by: Cllr Rees

Seconded by: Cllr Redshaw

24.7.2 To agree the accounts to end January as circulated.

Proposed by: Cllr Smith

Seconded: Cllr Pike

## Community Grant Application

24.8

Two community grant applications (as circulated) for review.

Aylesbury Cheerleading Academy

Councillors resolved to not approve this application.

Proposed by: Cllr Harmes

Seconded by: Cllr Pike

Green Ridge Primary Academy – Football Kits

Councillors resolved to approve this application and award a grant of £250.

Proposed by: Cllr Gundapudi

Seconded by: Cllr Smith

24.9 **Policies For Review**

CCTV  
Internal Financial Controls Policy

Proposed by: Cllr Pike  
Seconded by: Cllr Rees

24.10 **BMKALC EMPLOYEE ASSISTANCE PROGRAMME (as circulated)**

Councillors resolved to approve staff and councillors to join this scheme.

Proposed by: Cllr Yandrapati  
Seconded by: Cllr Pike

24.11 **EVENTS**

**Summer Ball**

To be held on 27<sup>th</sup> July.

**Additional Events**

Discussed May Day fun day and Good Friday treasure hunt.

24.12 **Highways & transport**

MVAS & Sentinel.

24.13 **Meetings & matters of report**

24.14 **Dates of next Parish Council Meeting**

Wednesday 20<sup>th</sup> March 2024