

BERINSFIELD PARISH COUNCIL

Clerk to the Council: Alex Marasco

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**You are summoned to attend the meeting of
Berinsfield Parish Council which will take place on
Monday 7th April 2025 at 7.15pm in
The Church Hall, Wimblestraw Road, Berinsfield, OX10 7LW**

28th March 2025

Alex Marasco
Clerk to the Council

AGENDA

1. **Items raised by members of the public.**
2. **Apologies for absence.**
3. **Declaration of Interests.** To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Parish Councils (Model Code of Conduct) Order 2001.
4. **County Councillor's Report.**
5. **District Councillor's Report.**
6. **To receive and approve the Minutes of the Parish Council meeting held on 3rd March 2025.**
7. **To consider planning applications and decisions received to date (if any).**
 - a) P25/S0603/HH - Erection of a car port (retrospective) - 6 Roman Road, Berinsfield, OX10 7QN.
8. **UK SPF Funding for Berinsfield. Design and construction of a new pump track. Design and construction of an extension to the existing skateboard park. Repairs to the existing skateboard park.** To receive an update on the progress of the planning application and any other relevant information relating to the projects.
 - a) Bendcrete has given a proposed start date for the build of the Skatepark as 7th April. They have advised that the build time will be 4-5 weeks, dependent on weather.
 - b) Bendcrete has asked for use of the Pavilion carpark for storage of vehicles and equipment. They would like a key to the gates.
 - c) The Clerk has provided letters to residents on Lay Avenue to inform them that the works will be taking place.
 - d) The Clerk has provided signage to show the Skatepark will be closed during works.

e) The Clerk has issued a Facebook and website post to communicate that the Skatepark will be closed.

9. **Abbey Woods Spinney.** To receive an update on the progress of the Abbey Woods Spinney scheme and any information arising between meetings.

a) The Clerk has a meeting scheduled with a forest school leader from Abbey Woods Academy on 31st March. The forest school leader has a list of suggestions for the Parish Council which can be seen below.

- A pole-mounted camera in the school overlooking the site to deter inappropriate/drug use
- Management of the nettles surrounding the barked area/extension of the barked area
- Leaving large areas of the playing fields without pitches, especially close to the site, unmown from March through to August to allow wildflowers to grow, and to create habitat diversity for both animals and children (hopefully saving the Council large amounts of money at the same time)
- Planting stands of willow (in the area closest to the school where it floods) and hazel to provide harvestable resources for Forest School activities in future years
- Planting of silver birch at points around the site, again for materials for future use

b) Fly tipping at Abbey Woods Spinney has been cleared by A&W Grounds. The Clerk has before and after works pictures and will post to Facebook as agreed by the Parish Council at its March meeting.

10. **The Pavilion Repairs.** To receive an update on the progress of the repair to the Pavilion.

a) Drying work has commenced and should be complete before the sitting of the full Parish Council meeting on April 7th.

b) Three quotes for the repair of the Pavilion have been submitted to the loss adjuster.

c) The Clerk and Chairman are awaiting a meeting with the loss adjuster and a surveyor to confirm the costs of the repair work.

11. **The Pavilion Improvements.** The Parish Council has received funding from SODC for improvements to be carried out to the Pavilion, including energy efficiencies and solar panels. The Clerk is in the process of obtaining three quotes for these improvements.

a) The Clerk is still working on quotes for solar panels and associated batteries. Any further recommendations of companies that could be used are welcome.

12. **CCTV at Berinsfield Burial Ground.** The CCTV which has been installed for some time at Berinsfield Burial Ground has been damaged. A crime report has been made to Thames Valley Police and the Clerk will update members as appropriate.

13. **Scribe Accounts.** Scribe offer software for management of Parish Council accounts, bookings, allotments and burial grounds. This software is specifically designed for the needs of Parish Councils. This software could offer a reduction in labour hours for the Clerk and would bring all Parish Council affairs under one interactive software, maximising efficiency.

a) The Parish Council is asked to consider the purchase of the full Scribe software offering for a one-off payment of £1,140 and a monthly installment of £128. There is no contract and the Parish Council could end this arrangement if it wishes.

b) Subject to Item 13. A), the Parish Council is asked to consider the cancellation of its Sage Accounts package at £36.00 per month.

c) Scribe is used by a high number of Parish and Town Councils in Oxfordshire and their Clerks have provided very positive feedback.

14. **Meeting Freddie Van Mierlo MP.** The Parish Council is asked to note that as the situation at the Pavilion is ongoing, the meeting between Freddie Van Mierlo MP and the Parish Council will now be held at a changed venue of BCA.

15. **Audit 2024-25.** The Parish Council is asked to consider the following items relating to the Internal and External Audit of 2024-25 financial year.

a) Internal Audit – To receive an update on the progress of the Internal Audit by appointed auditor Theresa Goss.

b) Annual Governance Statement – To respond appropriately to the questions on the Annual Governance Statement.

c) Accounting Statement – To consider and agree the accounting statement figures.

d) Electors Rights – to decide the dates of the Exercise of Public Rights as to

16. **Annual Open Parish Council Meeting.** The Parish Council is advised that the date previously set for the Annual Open Parish Council Meeting is 28th April.

17. **Fly Tipping at Old Drayton Road Site.** Fly tipping has occurred at Old Drayton Road. This has been cleared voluntarily and the Clerk has issued correspondence to Highways. The Parish Council is asked to consider the purchase of CCTV to be installed in a nearby tree as a deterrent.

18. **Parish Council Logo.** The Clerk has prepared three suggestions for a new logo for Berinsfield Parish Council and they are enclosed with this agenda. The Parish Council is asked to feedback on the following points:

a) Does the Parish Council still wish to adopt a new logo?

b) Are any of the initial suggestions for a new logo acceptable?

c) Would the Parish Council like to run a competition for residents to submit ideas for a new logo for the Parish Council?

d) Does the Parish Council wish to open consultation with residents on a new logo design and what should be included?

19. **Correspondence and items for information.**

a) Gravedigging – The Parish Council has been contacted by a resident whose husband is buried in Berinsfield Burial ground. The resident was unhappy with the condition the grave of her husband had been left in after the adjacent plot was dug. A permanently fixed pot had been removed and the grave left in an untidy manner.

b) Oxfordshire County Council Day – Oxfordshire County Council are holding their County Council Day at County Hall, Oxford on 3rd April and Berinsfield Parish Council has been allocated two attendee places.

c) The Berin Center Men in Sheds – The Chairman and Clerk will meet with representatives from The Berin Center at the Pavilion on 3rd April to discuss their Men in Sheds project and if the Pavilion is a suitable site.

d) Flying Flags for National Days – The Clerk has provided a list of national dates for flag flying to the Caretaker and asked that he flies the national flag on the government provided dates.

e) Bollards at Green Furlong – Following a meeting with the team leader of South Oxfordshire District Council's Parks Team and the Clerk and Chairman, the bollards which are missing or rotting at Green Furlong will be replaced in the coming weeks.

f) Funeral of Former Councillors – The Parish Council is asked to note that the funeral for former Councillors Mr Edwin Croft and Mrs Sheila Croft will be held on 9th April.

g) Riverside Counselling – Unfortunately due to a lack of grants, Riverside Counselling has made the difficult decision to withdraw its services from Berinsfield.

h) Berinsfield Regeneration Strategy – The Clerk has made an application for the Parish Council to be given the opportunity to speak at SODC's cabinet meeting where decisions on the Regeneration Strategy will be taken. The Clerk will update the Parish Council as appropriate.

i) Electronic Agendas – Councillors are reminded that if they prefer to receive agendas, minutes and other documents by email then to please advise the Clerk of this preference. All Councillors who would like to remain receiving these in the post, will do so.

20. **Statement of Accounts for payment in March.** To be circulated at the meeting.

21. **Bank Statements.** To inspect the balances on the bank statements for the Parish Council's three accounts and to sign the reconciliation.

22. **Items for report to Chairman.**

23. **Date of next ordinary Parish Council Meeting** - 12th May 2025.