



# Bletchley and Fenny Stratford Town Council

To: **Mr Graham Anderson, Cllr Mohammed Arshad, Cllr Sam Browne, Cllr Keith Ely, Cllr Richard Graham, Cllr William Hewitt, Cllr Ethaniel Kelly-Wilson, Cllr Eamonn O'Rourke, Rev Stuart Pattico, Mr Frank Sime and Cllr Lewis Webster**

There will be a meeting of the Newton Leys Pavilion Committee of the Council to be held at the Bletchley Library at Westfield Road, Bletchley, and Milton Keynes, MK2 2RA at 6.30 pm on Tuesday 23 October 2018 to transact the items of business set out in the agenda below.

Delia Shephard  
Clerk to Bletchley and Fenny Stratford Town Council  
16.10.2018

## **A G E N D A**

### **1 Apologies for Absence**

### **2 Declarations of Interests**

### **3 Public Speaking Time**

### **4 Meetings**

- i To approve the minutes of the meeting held on 3 May 2018 and to note that meetings scheduled to take place on 5 July 2018, 28 August and 25 September 2018 did not take place.
- ii To note the election of Cllrs Browne and Webster to the committee by Full Council and to consider inviting an additional community member to join the committee.

### **5 Practical Completion**

To receive reports on practical completion of the building, snagging and any other issues relating to the hand-over of the building and to consider and determine all arrangements in connection with this matter

### **6 Legal Transfer**

To note the draft transfer document prepared by Taylor Wimpey's legal advisors and to consider aspects of the legal transfer arrangements for approval by Full Council

### **7 Timetable and Handover Procedure**

To consider the timetable and any handover procedures not dealt with at items 5 and 6 including plans for opening events

### **8 \*Transition Arrangements and Bookings**

- i To receive a report on bookings and expressions of interest and transition of existing users to the new building
- ii To approve terms and conditions for regular bookings
- iii To approve terms and conditions for long term pre-school booking

### **9 Fit out of Building**

To receive a report on planned expenditure on furniture, equipment, fixtures and fittings and to consider quotations available

### **11 Services**



## Bletchley and Fenny Stratford Town Council

To discuss planned expenditure on all initial services including cleaning, legionella compliance, security etc and to consider specifications for this work

12 **Update Reports (information only)**

To receive any other recent information on matters concerning the Pavilion (These items will be for information only and any relevant decisions will be made at a future date.)

13 **Next Meeting**

To confirm arrangements for future meetings

***Members of the public and representatives of the press and broadcast media are welcome to attend. \*Please be warned that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media may be excluded from the meeting during the consideration of this item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.***