



Bletchley and Fenny Stratford Town Council

Minutes of the Full Council of Bletchley and Fenny Stratford Town Council held at the Methodist Hall, Queensway, Bletchley on Tuesday 16 January 2018 beginning at 7.30 pm

Present: Cllrs Mohammed Arshad, Samantha Browne, Angela Kennedy (Chair), Ed Hume, Michael McDonald, Ron Haine, Ethan Kelly-Wilson, Keith Ely, E'Amonn O'Rourke, Mohammed Rohim and Lewis Webster.

Absent: Cllrs Hewitt, Graham, Khan, Porter, Reeves and Rolfe

In attendance: One member of the public
Delia Shephard, Town Clerk

Min Ref

- FC2017/18-235 **Apologies for Absence**
Apologies for absence had been received from Cllrs Graham, Khan, Porter, Reeves and Rolfe,
- FC2017/18-236 **Declarations of Interests**
Disclosable Pecuniary Interests – None
Other Interests – None
- FC2017/18-237 **Public Speaking Time**
A member of the public drew attention to an online petition (now removed) and posts on social media sites and asked the Council for information about any proposed changes to the management of George Street Community Centre. Secondly, the same member of the public drew attention to the proposed increase to MK Council Tax charges and Bletchley and Fenny Stratford Town Council's proposed increase to precept which together would have a considerable impact on residents. He asked how carefully the Town Council had considered its costs for the coming year and proposed that members of the public could perhaps expect a reduction given that some services previously provided by the Town Council had been removed (eg Love Bletchley Day, the Neighbour). The member of the public was also concerned to know more about the amount of grant being offered by MK Council to the Town Council and the impact of this on the Town Council's 2018/19 budget.

The Chairman advised that a written response would be provided to the questions and representations made.
- FC2017/18-238 **Minutes of Previous Meetings**
Following feedback from members a revised draft of the minutes had been provided and a copy was tabled. Following discussion it was **RESOLVED** to approve the minutes of a meeting of the Full Council held on Tuesday 2 January 2018 as recorded in the draft tabled at the meeting with the following amendment of the following words which would be added to the end of minute number FC2019/19-231 "*Members noted that a the MC/compere at the event had taken over at short notice following the withdrawal of several community groups and a further more detailed written report would be provided on a future occasion.*" The Clerk noted that typing error in the draft which referred to objections to a "meeting" had already been corrected to read objections to a "motion" in the draft prepared for signature.
- FC2017/18- It was **RESOLVED** to note the minutes of the meetings of the Human Resources Committee



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- 239 held on 12 December 2017 and to note that the minutes of the meeting of that committee held on 11 January 2018 were not yet available.
- FC2017/18-240 **Planning applications**
The following planning applications submitted to the Local Planning Authority for determination were reviewed.
- i **17/03403/FUL – 18 Willow Way, Bletchley MK2 2JX** - Proposed single storey rear extension (part flat roof and part pitched roof)
It was **RESOLVED** to make no comment on the proposed development.
 - ii **17/03410/NMA – Land East of Jersey Drive, Arran Way Newton Leys** - Non material amendment to application 17/02530/FUL to erection of a new build use class A3/A4 pub restaurant with associated access, landscaping and parking.
It was **RESOLVED** to make no comment on the proposed development.
 - iii **17/03336/FUL – Belvedere Farm, Belvedere Lane, Bow Brickhill MK17 9JH** - Installation of a backup electrical generation and storage facility together with GRP gas kiosk, transformers, hedgerow planting, substations, CCTV, security fencing and associated equipment.
It was **RESOLVED** to make no comment on the proposed development.
 - iv **17/03411/DISCON – Ground Floor, Watling Street Bletchley MK2 2BL** – Details submitted pursuant to conditions 4 and 5 attached to planning application 17/00706/FUL.
It was **RESOLVED** to make no comment on the proposed development.
- FC2017/18-241.i **Financial Matters**
Performance against budget
Financial management reports showing detailed income and expenditure for the financial year to the end of December 2017 and comparisons with the planned budget had been circulated before the meeting.
It was **RESOLVED** to note the reports.
(Cllr Rohim joined the meeting.)
- FC2017/18-241.ii **Reconciliation of monthly accounts**
It was **RESOLVED** to note the following cash books and to agree that the balances brought forward matched the reconciliations provided before the meeting
- i Unity Trust Bank Current Account/Cash Book 1
 - ii Unity Trust Bank Deposit Account/Cash Book 2
 - iii Petty Cash Book/Cash Book 3
- FC2017/18-241.iii **Quarterly reports**
It was **RESOLVED** to note the balance of funds held in the Town Council's
- i Nationwide Deposit Account
 - ii CCLA Parish Savings Deposit Fund as per the reports circulated before the meeting.
- FC2017/18-241.iv **Clerk's report**
The Clerk advised that changes to the format of the financial information provided to all members would be needed in order to anticipate compliance with the forthcoming GDPR legislation due to come into effect in May 2018. Therefore cash books would no longer be circulated to all members with meeting papers. Members were asked to note that it was planned to provide the following financial management information to members on a monthly basis:
- 1 Report showing totality of income and expenditure and comparison with the budget together with highlight report giving explanations of any significant variations
 - 2 List of income received (redacted so that no personal data was shown)
 - 3 Balance sheet showing funds held in each investment vehicle and in relevant reserves.



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- 4 List of all individual payments made per month (redacted so that no personal data was shown)
- 5 Signed confirmation in writing that a member of Town Council had reviewed the Unity Trust Current and Deposit Account bank statements and reconciliations and that these matched each other and the relevant cash books.

On a quarterly basis:

- 1 Signed confirmation in writing that a member of Town Council had reviewed the Nationwide Deposit and CCLA statements and matched them to the balance sheet.

The Clerk noted that there was some tension between the council's obligations under the transparency/audit regime and the anticipated provisions of GDPR which would be worked out in due course. Meanwhile members were invited to suggest any further financial management information they would like to review at meetings and at this stage none was suggested. It was **RESOLVED** to approve the suggested arrangements and to nominate Cllrs Ely, Kelly-Wilson, Graham and Kennedy to share the task of reviewing the cash books, statements and reconciliations (outside meetings) and signing to confirm they had performed these checks.

Balance Sheet at 31 December 2017

FC2017/18-241.v

It was **RESOLVED** to note the balance sheet and to agree that the reconciliations and the savings accounts above matched the balance sheet.

FC2017/18-241.vi

Approval of payments

Following discussion it was **RESOLVED** to receive a list of payments due for payment which had been tabled at the meeting although it was noted that a payment to a particular supplier had been withheld pending completion of outstanding work at Fenny Chapel.

FC2017/18-241.vii

Market information

It was **RESOLVED** to note the market income for the year to date. The Clerk drew attention to the fact that no progress had been made with review of market rents as the Market Working Group had not put forward any recommendations for council.

FC2017/18-242

Budget

Draft Version V of the Town Council's budget for the financial year 2018/19 was reviewed and discussed.

It was **RESOLVED** to amend the budget to show that the projected underspend on item 304 Christmas Event (£10,920) would be carried forward to 2018/19 and the sum of £10,070 originally allocated would be removed thus reducing the budget by £10,070 and to approve all other income and expenditure lines of the budget as shown in Draft Version V (with the exception of the precept)

FC2017/18-242

Precept

Following discussion it was **RESOLVED** to set the precept demand for the parish for the financial year 2018/19 at a total sum of £649,599 which, using the tax base provided by Milton Keynes Council for 2018/19, represented a 5% increase on an average Band D property. The new average band D demand in 2018/19 would be £138.02 compared with £131.45 in 2017/18. A recorded vote was requested.

Councillors voting in favour of the resolution: Cllrs Ely, Kelly-Wilson, Kennedy, McDonald, O'Rourke and Rohim.

Councillors voting against the resolution: Cllrs Browne, Haine, Hume and Webster

Abstentions: Cllr Rohim

The Clerk was authorised to complete the necessary paperwork and submit the demand to the precepting authority on behalf of the Town Council.

FC2017/18-243

It was **RESOLVED** to authorise the Town Clerk in consultation with the Chairman to issue a news release which focussed on the increase in terms of pence per month and pounds per year and which explained that the increase had been imposed to safeguard services against



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any possible changes that may be made by other authorities. It was agreed that the news release would be circulated to all members for comment before publication.

FC2017/18-244

Report from Councillors Workshop

A presentation prepared on behalf of the councillors who attended a workshop on the future vision and strategy of Bletchley and Fenny Stratford Town Council held on 6 January 2018 was delivered by Cllrs Kennedy and Webster and discussion followed.

The Town Clerk confirmed that a second workshop was due to be held on Saturday 20 January 2018 commencing at 9.30 am. There was a change of venue as Spotlight was being refurbished and the workshop would be held at The Warren. Members were asked to advise the Chairman whether or not they would be able to attend.

The Chair thanked Cllr Webster for preparing and delivering the presentation and the council also expressed its appreciation of Robbie McPherson who had facilitated the workshop.

FC2017/18-245

Update from Parishes Forum on 21 December 2017

Cllr Webster gave an update report regarding the Milton Keynes Council Parishes Forum meeting held on 21 December 2017. Key topics discussed included emergency planning and community resilience, a presentation on Milton Keynes budget proposals and further information about the draft framework currently being prepared by MKC to assist parishes who may wish to buy services from Milton Keynes Council or take over service provision. Finally LGSS had promoted their services at the Forum. It was believed that the next meeting was scheduled for 15 March 2018.

FC2017/18-246

Nominees for Royal Garden Party 2018

It was **RESOLVED** to nominate the Chair for consideration for selection by BMKALC for places at the Royal Garden Party for Local Council representatives on 5 June 2018

FC2017/18-247

Get Sorted! 2018

The Clerk advised that BFSTC had confirmed its participation in MK Council's 2018 waste recycling scheme which was focussed on reducing contamination of waste and would be promoting recycling messages throughout the year and at local events.

FC2017/18-248

Provisional Calendar for 2018/19

It was **RESOLVED** to accept the following provisional calendar for meeting dates for 2018/19 (on the basis that the calendar would be subject to change should the committee structure be altered at the annual meeting of the council in 2018 or any other time).

January 2018	
02	Full Council
08	Human Resources
16	Full Council
23	Newton Leys Building Committee
February 2018	
06	Full Council
12	Human Resources
20	Full Council
March 2018	
06	Full Council



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12	Human Resources
20	Full Council
27	Newton Leys Building Committee
April 2018	
03	Full Council
09	Human Resources
17	Full Council
19	Annual Town Meeting
May 2018	
07	Full Council (Annual Meeting)
15	Human Resources
21	Full Council
24	Newton Leys Building Committee
June 2018	
05	Full Council
12	Human Resources
19	Full Council
July 2018	
03	Full Council
10	Human Resources
17	Full Council
24	Newton Leys Building Committee
August 2018	
07	Full Council
13	Human Resources
21	Full Council
September 2018	
04	Full Council
11	Human Resources
18	Full Council
25	Newton Leys Building Committee
October 2018	
02	Full Council
10	Human Resources
16	Full Council
November 2018	
06	Full Council
14	Human Resources
20	Full Council
27	Newton Leys Building Committee
December 2018	
04	Full Council
10	Human Resources
18	Full Council
January 2019	
08	Full Council
07	Human Resources
22	Full Council (Precept setting)
29	Newton Leys Building Committee



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February 2019	
05	Full Council
11	Human Resources
19	Full Council
March 2019	
05	Full Council
11	Human Resources
19	Full Council
26	Newton Leys Building Committee
April 2019	
02	Full Council
08	Human Resources
15	Full Council
18	Annual Town Meeting

The meeting closed at 9.30 pm

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Approved by Chairman
6 February 2018