



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 17 April 2018 beginning at 7.30 pm

- Present:** Cllrs Samantha Browne, Keith Ely, Ron Haine, William Hewitt, Ed Hume, Angela Kennedy (Chairman), Michael McDonald, E'Amonn O'Rourke, Mohammed Arshad, Mohammed Rohim and Lewis Webster
- Absent:** Cllrs Richard Graham (Vice-Chairman), Ethaniel Kelly-Wilson, Shirley Rolfe, Wajeeha Khan. Sean Porter, Linda Reeves
- In attendance:** A member of the public.
Delia Shephard, Town Clerk, Bletchley and Fenny Stratford Town Council

Min Ref

- FC18/19-19 **Apologies for Absence**
The Chairman opened the meeting at 7.40 pm apologising for the late start which was due to an administrative problem.
Apologies for absence had been received from Cllrs Graham. Porter, Reeves, Rolfe and Kelly-Wilson.
- FC18/19-20 **Declarations of Members' Interests**
Disclosable Pecuniary Interests – None
Other Interests – None
- FC18/19-21 **Public Speaking Time**
No representations were made at this time.
- FC18/19-22 **Minutes of Previous Meeting**
The Clerk drew attention to a correction to the draft minutes on page 5 the total grant sum awarded to the Compass Club had been recorded as £4,804 and the correct amount was £4,952. With this amendment it was **RESOLVED** to approve the draft minutes of the meeting on Tuesday 3 April 2018 as a correct record of proceedings.
- FC18/19-23 **Minutes of Committees**
The draft minutes of the meeting of the HR Committee held on Tuesday 10 April 2018 were noted which included a recommendation to Full Council to adopt a new job evaluation and BFSTC salary scheme based on the nationally approved terms and conditions for local government workers.. A short presentation explaining the scheme was provided for members and questions were answered.

It was **RESOLVED** to adopt the job evaluation scheme and BFSTC salary scale and bandings.

It was agreed to vary the order of business and deal with agenda item 8 next.
- FC18/19-24 **Grant Applications**
An application for grant funding from Fenny Poppers Festival in the sum of £4,000.00 had been circulated before the meeting and was discussed.



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It was unanimously **RESOLVED** to approve a grant in the sum of £4,000 for the purpose of supporting the Fenny Poppers Festival event on 19 August 2018.

FC18/19-25 **Planning Matters**

Members reviewed following planning application due to be considered by Milton Keynes Council:3

18/00809/FUL – 37A Aylesbury Street, Bletchley, MK2 2BQ

Change of use for the first floor and second floor from B1 Offices to C3 domestic dwellings. The proposed is to be changed creating two flats, one to each floor. Installation of 1 no. dormer window to second floor and 1 no. window to first floor.

It was **RESOLVED** to make no comments on the proposed development.

Financial Matters

FC18/19-26.i An item of business concerning review of the bank statements, bank reconciliations and cash books for the year to 31 March 2018 was deferred.

FC18/19-26.ii It was **RESOLVED** to note changes to bank charges at Unity Trust Bank with effect from 5 June 2018 based on annual review of service tariff and level of business which had been circulated to members in advance of the meeting.

FC18/19-26.iii It was **RESOLVED** to ratify a list of payments made or due to be made since the last meeting of Council which had been circulated in advance of the meeting.

FC18/19-26.iv Members reviewed financial management reports showing detailed income and expenditure for the financial year to the end of March 2018 in comparison with the planned budget. The Clerk noted that minor adjustments might still be made to the year-end accounts but that the overall position was unlikely to change significantly. Members attention was drawn to the anticipated underspend. It was **RESOLVED** to note the draft balance sheet at 31 March 2018.

FC18/19-26.v It was **RESOLVED** to note the market income for the year.

FC18/19-26.vi Members discussed quotations obtained by the Clerk in respect of legal work concerning Council property. Cllr Ely declared a personal interest in this matter and did not vote. It was **RESOLVED** to appoint Robert Willis of Geoffrey Leaver LLP to undertake legal work for the Council in respect of Newton Leys Pavilion, Newton Leys Allotments and property matters concerning the Queensway premises.

FC18/19-27 **Draft Annual Report and Arrangements for Annual Town Meeting**

The Clerk advised that the draft annual report was still being edited and would be presented at the next Full Council meeting. Members were encouraged to share any photographs or relevant information for inclusion. The Clerk reminded Members of arrangements for the annual meeting of electors on Tuesday 24 April 2018.

FC18/19-28 **Bandstand**

The Town Clerk advised that no funds for the hiring of musicians to perform on the bandstand in Stanier Square had been included in the 2018/19 budget. The sum of £2,500 has been included in the 2017/18 budget but had not been spent. Bands were contacting the Town Council and asking whether the bandstand could be used for performances in 2018. Following discussion it was **RESOLVED** to allocate a budget of £5,000 from general reserve to be spent on funded performances between 10am to 1pm on the bandstand for a period of 26 weeks beginning in May 2016. Cllr Ely volunteered to work with the office team to make the necessary bookings.



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FC18/19-29

Committee Structure and Annual Meeting of Council

A Clerk's report on the Council's current governance arrangements, committee structure and scheme of delegation had been circulated before the meetings. Members discussed a range of options for amendments to the current scheme of delegations and committee structure in anticipation of the Council's annual meeting to be held on Tuesday 8 May 2018 and differing views were expressed.

It was **RESOLVED** to recommend to the annual meeting that the current committee structure should be amended as follows

- Full Council to meet once per month (as shown in Option 1 of Clerk's Report)
- HR committee (7 members) and HR sub-committee (3 members ie Chair and Vice-Chair of Council and one member of HR Committee) to be adopted as shown in Option 1 of Clerk's report.
- Newton Leys Building Committee to remain and meet monthly as shown in Option 1 of Clerk's report with extended remit
- A Finance and Planning Committee (11 members) should established composed of 11 members to meet once per month

These arrangements would allow planning applications to be considered twice per month at Full Council and Finance and Planning Committee (or at any other committee in an emergency).

As soon as possible after the Annual Meeting of the Council and large committee meetings would be moved to the Library.

The meeting was closed at 8.50 pm

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Approved by Chairman
8 May 2018