



Bletchley and Fenny Stratford Town Council

Minutes of the Newton Leys Building Committee of Bletchley and Fenny Stratford Town Council held at 74-76 Queensway, Bletchley on Tuesday 23 January 2018 beginning at 6.30 pm

Present: Keith Ely, Ethaniel Kelly-Wilson (Chairman) and E'Amonn O'Rourke, Graham Anderson, Stuart Pattico, Frank Sime

Absent: Richard Graham

In attendance: Andrew Page, Concept Project Management Ltd and Richard Jones, Synergy Architects, Delia Shephard, Town Clerk

Min Ref		Actions
NLBC17/18-24	<p>Apologies for Absence Apologies for absence had been received from Cllr Graham.</p>	
NLBC17/18-25	<p>Declarations of Interests There were no declarations of interest</p>	
NLBC17/18-26	<p>Public Speaking Time No members of the public were present.</p>	
NLBC17/18-27	<p>Minutes of Previous Meeting The minutes of the meeting held on Tuesday 28 November 2017 were approved as a correct record of proceedings.</p>	
NLBC17/18-28	<p>Administrative and Legal Arrangements Members noted that the Town Council had formally signed off the revised building specification and notified Milton Keynes Council of this fact. The S106 Officer at Milton Keynes Council was expected to sign off the specification in the near future. The Clerk confirmed that The Town Council has also asked Milton Keynes Council to consider a deed of variation and to arrange for the cost of the additional items included in the specifications to be funded by the Town Council to be removed from the fit-out sum agreed in the S106 agreement.</p> <p>The Clerk noted that the Town Council had not yet supplied details of the solicitors to be used for the transfer to Taylor Wimpey but that this matter was in hand.</p>	<p>Clerk</p>
NLBC17/18-29	<p>Kitchen Design Members discussed the kitchen design in detail. It was agreed to increase the number of wall cupboards and slim base wall cupboards and to position the water heater over the draining board (in line with the attached drawing). Following discussion it was agreed that a dishwasher was a requirement and that this should be of commercial specification. The need for a freezer was considered less important and it was agreed to allow space for either a double fridge or fridge/freezer.</p> <p>Members noted that provision of telephone lines would be the responsibility of the end user and that a fibre provider should be nominated. It was agreed that BT Openreach would be the nominated provider.</p>	<p>AP, Concept RJ, Synergy</p> <p>Clerk</p>



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	<p>Discussion followed about the need for Redcare line for the burglar alarm and a line for the fire alarm. This was not included on the original specification. Positioning of an internal fuse to permit a connection of defibrillator to the external wall facing the car park was agreed. Discussion concluded with agreement that the revised kitchen layout would be produced and formally costed and the architect would be asked to propose colours and finishes for future agreement.</p>	AP, Concept
NLBC17/18-30	<p>Schedule of Finishes This item was deferred to a later date as the schedule was not yet prepared.</p>	
NLBC17/18-31	<p>Monthly Site Meetings Members noted that the build programme was due to start on 29 January 2018 and anticipated duration was 34 weeks resulting in an estimated completion date of 24 September 2018. A series of regular site meetings had been scheduled and Frank Sime would attend some of these on behalf of the committee.</p>	FS
NLBC17/18-32	<p>Ground Breaking Ceremony Invitations for the ground breaking ceremony to be held on Wednesday 21 February 2017 at 10.30 am had been issued and members were reminded to wear appropriate footwear as boots would not be supplied. The Clerk was asked to confirm acceptance on behalf of KE, EK-W and SP.</p>	
NLBC17/18-33	<p>Business Plan and Future Work of the Committee The committee discussed the future of the new building which was estimated to be costing approximately £2.4 million. It was not known when the pitches would be delivered and when they would be in a fit condition for matches although the drainage works had been undertaken. The committee asked AP for costings and design of for a lockable car park barrier and knee rails (or similar barrier) to prevent unwanted vehicular incursions onto the public open space/pitches.</p> <p>Members noted that the committee's terms of reference were restricted to matters concerning the physical aspects of the new building. It was felt that it might soon become difficult to separate matters affecting the business plan and future management of the Pavilion from the fabric of the building. It was RESOLVED to recommend to the Town Council that the purpose and terms of reference of the committee be reviewed and extended so as to continue community involvement in decisions affecting the business plan and future management of the building.</p> <p>A provisional calendar of meetings was circulated but members were asked to note that the frequency of meetings might be increased, the next meeting being due to be held on 27 March 2018.</p>	AP, Concept Councillors/ Clerk

The meeting closed at 7.40 pm

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 Approved by Chairman
 27 March 2018