



## Bletchley and Fenny Stratford Town Council

### Minutes of the Full Council Meeting of Bletchley and Fenny Stratford Town Council held at the Methodist Hall, Queensway, Bletchley on Tuesday 5 June 2018 beginning at 7.30 pm

**Present:** Cllrs Samantha Browne, Ron Haine, William Hewitt, Ed Hume, Ethaniel Kelly-Wilson, Peter Kuling, E'Amonn O'Rourke, Shirley Rolfe and Mohammed Rohim

**Absent:** Cllrs Mohammed Arshad, Richard Graham (Vice-chairman), Keith Ely, Angela Kennedy (Chairman), Wajeeha Khan, Michael McDonald, Sean Porter, Linda Reeves and Lewis Webster

**In attendance:** Cllr Mohammed Khan, Milton Keynes Council, the Chairman of the Milton Keynes Bangladeshi Association, Alison Kennedy, Regeneration Officer and Delia Shephard, Town Clerk, Bletchley and Fenny Stratford Town Council

#### Min Ref

FC18/19-91 In the absence of the Chair and Vice-chair it was **RESOLVED** that Cllr Browne would take the chair for the meeting.

#### **Apologies for Absence**

Apologies for absence had been received from Cllrs Arshad, Ely, Graham, Kennedy, McDonald and Webster.

FC18/19-92 **Declarations of Members' Interests**

Personal interests - None

Pecuniary interests - None

FC18/19-63 **Public Speaking Time**

No representations were made at this time.

FC18/19-94 **Minutes of Previous Meeting**

It was **RESOLVED** to approve the minutes of the meeting of Full Council held on Tuesday 22 May 2018 subject to the removal of the word Annual from the heading.

FC18/19-95 **Minutes of Committees**

It was noted that the meeting of the Newton Leys Buildings Committee due to be held on 29 May 2018 did not take place due to lack of a quorum.

FC18/19-96 It was agreed to vary the order of the agenda and deal with item 9 next.

FC18/19-97 **Grant application**

Cllr Mohammed Khan introduced the grant on behalf of the Chairman of the Bangladeshi Association and answered questions from members. Following further discussion it was **RESOLVED** to award a grant sum of £2,260.00 to the MK Bangladeshi Association on the understanding that the trip would be open to the whole community and that the association would work alongside the council on community projects during the forthcoming year. Both Cllr Khan and the Association Chairman thanked the council and left the meeting.

FC18/19-98 **Planning Matters**

Councillors reviewed the following planning applications due to be considered by Milton Keynes Council:



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- i **18/01169/FUL – 13 Leon Avenue, Bletchley, MK2 2HL**  
It was **RESOLVED** to object to the proposed development on the grounds of the likely cumulative impact of increased parking and congestion as a consequence of business premises in this residential road.
- ii **18/01128/FUL – 56 Tiffany Close, Bletchley, MK2 3NA**  
It was **RESOLVED** to make no comment on the proposed development.
- iii **18/01132/FUL – 65 Oakwood Drive, Bletchley, MK2 2JG**  
It was **RESOLVED** to make no comment on the proposed development.

- FC18/19-99 **Allotment Matters**  
Members reviewed and discussed the notes from a meeting held with allotment tenants on 24 May 2018 which had been circulated before the meeting. A further report from the Town Clerk detailing responses to the issues raised at the tenants meeting, additional information about maintenance costs and the impact of the re-measuring exercise undertaken at Manor Fields and Orchardside was discussed in detail and a range of views was expressed.
- FC18/19-100 It was **RESOLVED** to use the new plot measurements from Manor Fields and Orchardside for calculating rent for tenancies in 2018/19 and for future years.
- FC18/19-101 It was **RESOLVED** to undertake the same re-measurement and remarking exercise at Larch Grove with immediate effect and to use the new measurements to calculate the rent for tenancies in 2018/19 and future years.
- FC18/19-102 It was **RESOLVED** to set the rent for 2018/19 tenancies at 25 p per metre<sup>2</sup>. This would apply to all tenancies at Larch Grove, Orchardside and Manor Fields. The reason for withholding any increase in the rate per m<sup>2</sup> in 2018/19 was to recognise impact of the changed measurements on rents which would affect all tenants.
- FC18/19-103 It was **RESOLVED** that to mitigate any undue financial pressure caused by the re-measurement to allotment tenants who had already had an annual tenancy in 2017/18 and chose to embark on a new tenancy in 2018/19 the following arrangements would be put in place:
- Tenants who face a decreased charge as a consequence of re-measurement:**
- 1 Tenants who choose to enter a new annual tenancy agreement in 2018/19 which costs less than their annual rent in 2017/18 will be offered a discount on their 2018/19 equivalent to the difference between the old and the new rent (provided they remain on the same plot). In 2019/20 the annual rent will be charged on the new measurements at the rate per m<sup>2</sup> agreed by council for 2019/20. (This means that their actual rent in 2018/19 will stay the same as in 2017/18.)
- Tenants who face an increased charge as a consequence of re-measurement:**
- 1 All tenants who choose to enter into a new annual tenancy agreement in 2018/19 which costs more than their rent in 2017/18 will be offered a discount of the difference between the new and the old rent (provided they remain on the same plot). (This means that their actual rent will stay the same in 2018/19 as in 2017/18)
  - 2 Those tenants whose 2018/19 charge as a result of re-measurement (without a discount) has increased by 39% or less will have their 2019/20 rent calculated on the basis of the new measurements at the rate per m<sup>2</sup> agreed by the council for 2019/20.
  - 3 Those tenants whose 2018/19 charge as a result of re-measurement (without a discount) has increased by 40% or more will have their 2019/20 rent calculated on the basis of the new measurements at the rate per m<sup>2</sup> agreed by



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the council for 2019/20 and will receive a further discount on their 2019/20 rent to bring the annual charge for 2019/20 to the equivalent of the 2017/18 rent plus half the amount by which the rent would have increased in 2018/19 had the discount not applied. In 2020/21 these tenants will be charged rent with no discounts based on the new measurements and the rent per m<sup>2</sup> agreed by the council for 2020/21. (The effect of these arrangements is that tenants whose rents increase by 40% or more will have the rent increase staggered so that they pay the same rent in 2018/19 and the increase caused by the re-measurement will be introduced in two instalments in 2019/20 and 2020/21 respectively.

- FC18/19-104 Following discussion about the difficulty of establishing disabled status it was **RESOLVED** that further research into potential additional concessionary rates for disabled tenants should be undertaken and reported back to Full Council.

Following discussion it was **RESOLVED** that further research into providing WC facilities across all allotment sites would also be undertaken and reported back to council in due course. Cllr O' Rourke agreed to undertake research to update information he had previously provided to council.

FC18/19-105 **IT Support Contract**

It was **RESOLVED** to enter into a three year contract with the council's current IT support providers at the cost of £510 per month for a service level agreement; this charge was a fluctuating cost dependent on levels of support required on a month by month basis (calculated on number of current users) and was part of the package of IT charges agreed at full Council on 22 May 2018 (minute reference FC18/19-86. The terms of the new contract were the same as the terms of the current contract except that additional

FC18/19-106 **Vision and Strategy Plan**

Members noted the current position and discussed different approaches to completing this work. It was **RESOLVED** to proceed with an evening workshop in to complete this work in late July/August depending on availability of the workshop facilitator.

(Cllr Hewitt left the meeting with apologies for his early departure.)

FC18/19-107 **GDPR**

As no questions had been raised with the Town Clerk by members and limited additional work had been done on this matter it was **RESOLVED** to defer this item to the meeting of the Full Council on Tuesday 3 July 2018.

FC18/19-108 **Volunteer Policy**

Following discussion it was **RESOLVED** to refer updating of the council's volunteer policy and volunteer agreement to the HR Committee for further detailed consideration before bringing this matter back to full council.

(The Regeneration Officer left the meeting and no members of the public remained.)

FC18/19-109 **George Street Community Centre**

Members noted and discussed correspondence received by the Council's legal advisors from the George Street Community Centre Charity and received an oral update from the clerk on related legal matters.

FC18/19-110 **Recruitment Matters**



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- FC18/19-111 It was **RESOLVED** to note and approve job evaluations and salary banding for the posts of Support Services Manager (salary band SCP 36-40 BFSTC Scale E), Finance and Procurement Manager (salary band SCP 31-35 BFSTC Scale D) and Environment and Premises Manager (salary band SCP 31-35 BFSTC Scale D). Recruitment methods were discussed and it was **RESOLVED** to refer the detailed arrangements for recruitment and selection of a Support Services Manager and an Environment and Premises Manager to the HR Committee.
- FC18/19-112 Members noted that the council's contract for outsourced financial administration work with Wentworth Finance has come to an end on 30 May 2018. In order to provide continuity of service and to permit effective training and handover of financial processing activities it was **RESOLVED** to authorise the HR Committee to negotiate a fixed term contract with an employee of Wentworth Accounting in the role of Finance and Procurement Manager on the understanding that the permanent role of Finance and Procurement Manager would be advertised in open competition within the next 12 months. The HR Committee was authorised to negotiate terms with the individual within the salary banding agreed for the permanent post.

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Approved by Chairman  
3 July 2018