



# Bletchley and Fenny Stratford Town Council

## Minutes of a meeting of Bletchley and Fenny Stratford Town Council held at Bletchley Library, Westfield Road MK2 2RA on Tuesday 18 October 2018 beginning at 7.30 pm

**Present:** Cllrs Mohammed Arshad, Samantha Browne, Keith Ely, Richard Graham (Vice-chairman), Ron Haine, Ed Hume, Angela Kennedy (Chairman), Michael McDonald, E'amonn O'Rourke, Mohammed Rohim, Shirley Rolfe and Lewis Webster,

**Absent** Cllrs William Hewitt, Ethaniel Kelly-Wilson, Angela Kennedy (Chairman), Wajeeha Khan, Peter Kuling and Sean Porter.  
(One casual vacancy)

**In attendance:** Two members of the public  
Delia Shephard, Town Clerk.

### Min Ref

FC18/19-194 **Apologies for Absence**  
Apologies for absence had been received from Cllrs Hewitt, Kelly-Wilson and Kennedy. Apologies for absence had not been received from Cllrs Khan, Kuling and Porter.

FC18/19-195 **Declarations of Members' Interests**  
i Pecuniary interests – None  
ii Other interests – None

FC18/19-196 **Public Speaking Time**  
A member of the public addressed the council about planning application no 18/02289/DISCON St Lucia Crescent, Newton Leys and expressed concerns at the changes which had been made to the original design proposal for a play area arguing that the revised design for considerably smaller and did not support all age play.

A member of the public noted the proposals for speed restrictions in Water Eaton Road and asked if the council would urge MKC to create a speed reduction plan for Eaton Avenue, Leon Avenue and Lennox Road, complete with a 20 mph speed limit, a weight limit (to prevent HGVs from driving through except for access) with the aim of reducing the volume of traffic using the route as a rat run. Also the council was asked to bear in mind that the situation had been made worse since the one way systems were introduced at the junction of Brooklands Road and Westfield Road with Queensway which he asserted had led to confusion and should be returned to two way traffic systems.

FC18/19-197 **Minutes of Previous Meeting**  
It was **RESOLVED** to approve the minutes of a meeting of Full Council held on Tuesday 2 October 2018 as a correct record of proceedings.

FC18/19-198 It was **RESOLVED** to approve the minutes of the Finance and Planning Committee held on 18 September 2018 as a correct record of proceedings.



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### Property Matters

- FC18/19-199 Members considered a licence for the underlet of 74-76 Queensway, Bletchley to a third party which would accompany a formal under lease and a side letter to permit the subletting of the premises at 74-76 Queensway to a third party along with a licence for use of parking spaces at the back of the premises. The clerk noted that the under lease followed the terms of the head lease and that the terms were as previous instructed by council. It was **RESOLVED** to approve the licence and under lease and to authorise the Chair and/or Vice-chair to sign the necessary documents on behalf of Bletchley and Fenny Stratford Town Council.
- FC18/19-200 The clerk drew attention to a written report confirming arrangements for the move of the Town Council to Bletchley Library on Monday 22 October 2018 and the arrangements made for storage at a safe store location whilst work at Fenny Chapel was completed. Attention was also drawn to the employee team's request that all councillors should make appointments to meet with members of staff if they wanted to discuss any matter in view of the more restricted space at the library and reduced access to private meeting space. Sample signage was provided and the clerk noted that an application for planning permission was being made. It was **RESOLVED** to note the report.
- FC18/19-201 It was **RESOLVED** to note a short written update report on work at Fenny Chapel and procurement of security measures
- FC18/19-202 It was **RESOLVED** to note a written update report on progress with Newton Leys Pavilion. Practical completion of the building was now expected on 18 October 2018 with a final inspection on 19 October however, preliminary reports indicated there was considerable snagging work to be completed. A copy of the first version of a legal transfer document proposed by Taylor Wimpey's legal advisors had been circulated to all members in advance of the meeting but it was noted that the document had yet to be reviewed by the Town Council's own legal advisors and further advice would be provided at the next opportunity.
- Consideration of the terms and conditions of bookings at the Pavilion was deferred to the Newton Leys Pavilion Committee as staff workloads had delayed preparation of the papers.
- The Clerk drew attention to the exceptional commitment and enthusiastic work of the Facilities Officer in preparing for the adoption of the building along with her support with the office move and other aspects of council business. The Town Council extended its thanks to this member of staff and it was noted that her contract and terms and conditions were due for review at the November HR meeting.
- FC18/19-202 It was **RESOLVED** to note a short written report on progress with the transfer of Newton Leys Allotments and correspondence from the council's legal advisors on issues connected to the title of the allotment land.
- FC18/19-203 **Landscaping**  
Members again considered the implications of the proposal for the Town Council to take on delivery of devolved landscaping services from Milton Keynes and the need to make a provisional commitment to Milton Keynes Council before the deadline of 31 October 2018. The clerk advised that a date for the meeting agreed at the last full council meeting had yet to be arranged. The clerk had asked MK Council for an extension but had been advised



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that a provisional commitment was still required by the date of the deadline.

It was **RESOLVED** to submit a provisional commitment to deliver landscaping services from 2020 to MKC and to note that the Town Council understood that this included responsibilities under the TUPE legislation but to note that the council could not allow itself to be bound by this commitment until the date of formal signing of the contracts.

FC18/19-204

### **Parish Infrastructure Scheme**

Following previous discussions including at the last meeting of the Finance and Planning Committee of the council on 18 September 2018 members again considered suitable projects for submission to the Parish Infrastructure Scheme funding scheme. The clerk drew attention to the scheme criteria. Following lengthy discussion of a range of options it was **RESOLVED** to submit applications for the following projects:

- i Installation of street furniture railings on the pavement outside the junctions of Princes Way and Queensway and Queensway and Lennox Road to prevent pedestrians from being hit by vehicles mounting the kerb as they negotiate the corner
- ii Installation of a separate reservation for pedestrians at the end of Princes Way where it meets Queensway sufficient for a pedestrian to stand safely at the mid road point (with buggy or in wheelchair)
- iii Introduction of speed cushions along Eaton Avenue with a view to reduction of speed of traffic

Cllrs O'Rourke and Haine agreed to assist the clerk with preparation of the paperwork for these projects.

FC18/19-205

### **Planning Matters**

To review and comment on the following proposed planning applications to be determined by Milton Keynes Council

- i Application No. 18/02408/ADV 135 Queensway, Bletchley, MK2 2DY Advertising consent for static illuminated light box sign

It was **RESOLVED** to make no comment on the proposed development

- ii Application No. 18/02289/DISCON St Lucia Crescent, Newton Leys, MK3 5QP Discharge of Condition 1 (approval if siting design, appearance, access and landscaping attached to planning permission 02/01337/OUT.

It was **RESOLVED** to make no objection to the proposed development as no planning grounds could be found but to express the Council's disappointment that the developers has been unable to provide a play area of the scope originally envisioned.

- iii Application No. 18/02389/FUL 116 Watling Street, Bletchley, MK1 1BW Variation of Condition 1 (approved drawings) attached to planning permission 18/00854/FUL.

This application was withdrawn from consideration as permission had already been granted.

- iv Application No. 18/02357/FUL 60 Manor Road, Bletchley, MK2 2HR Single storey front extension, construction of detached garage and extension of driveway.

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

- v Application No. 18/02270/FUL 6 Aylesbury Street, Bletchley, MK2 2BA Two storey side extension.

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

- vi Application No. 18/02234/FUL 61 Drayton Road, Bletchley, MK2 3EL Sub division of an existing dwelling to create one new additional dwelling.



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

- vii Application No. 18/02414/PNHSE 55 Simpson Road, Bletchley, MK1 1BE Prior notification of the proposed extension to the kitchen and sunroom measuring 3.53m from the rear wall of the existing dwelling with a maximum ridge height of 2.90m and a maximum eaves height of 2.90m.

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

- viii Application No. 18/02228/DISCON 86 Queensway, Bletchley, MK2 2RU Discharge of condition 4 (Construction Environmental Management Plan) attached to planning permission 18/00388/FUL.

This application was withdrawn from consideration as permission had already been granted.

- ix Application No. 18/02416/FUL 3 Leon Avenue, Bletchley, MK2 2HL Double storey side extension over existing garage with a single storey rear extension.

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

- x To note that Application no. 18/02153/PNHSE 50 Magenta Close, Bletchley, MK2 3ND Proposed single storey rear extension measuring 3.164m from the rear wall of the existing dwelling with a maximum ridge height of 2.8m and a maximum eaves height of 2.4m prior approval of the authority is not required.

It was noted that prior approval was not needed in this case.

- xi It was **RESOLVED** to note that planning permission for application no. 18/02032/FUL Tudor House, Western Road, Bletchley, MK2 2PR has been refused for reasons of visual intrusion, substandard access and limited parking and turning space.

### Finance Matters

- FC18/19-206 It was **RESOLVED** to note that the bank statements and reconciliations for September 2018 had been reviewed by a member of council
- FC18/19-207 It was **RESOLVED** to ratify a list of payments made or due to be made by the council since up to the end of September 2018
- FC18/19-208 It was **RESOLVED** to review and note the draft balance sheet at 30 September 2018
- FC18/19-209 It was **RESOLVED** to review and note the financial management reports showing detailed income and expenditure against budget for the financial year to the end of September 2018. A query was raised about expenditure under code 1077-401 which appeared to show a double payment within one financial year and the clerk agreed to investigate. There was discussion about where the legal costs relating to the dispute with George Street should be shown. It was agreed that the finance committee would look at this again on the next available occasion.
- FC18/19-210 It was **RESOLVED** to note the market income for the year to date which showed a downward trend in comparison to the previous year. Members discussed the consequences of enforcing consistent charging and recent feedback from market traders. It was noted that the council's position remained that the market charges must be enforced consistently and in line with the approved terms and conditions.
- FC18/19-211 It was **RESOLVED** to note that preparation of a first draft of the 2019-20 budget (excluding Newton Leys Pavilion and Staff budget) has been deferred. The Clerk/RFO asked the council for guidance on the basis on which the budget was to be prepared. Discussion followed and it was **RESOLVED** that the first draft should be prepared on the basis of a standstill budget. The Chair reminded councillors of the workshop which was due to be held on Saturday 10 November to complete the council's vision and strategy exercise.



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### **Scheme of delegations**

FC18/19-212

Further to a recommendation made at the last full council meeting members considered a proposed change to the size of the Newton Leys Pavilion Committee in order to ensure there was a greater chance of a quorum being achieved on a consistent basis. In addition a further change to the scheme of delegations was reviewed ie a proposal that the Chairman of Council should be added to the HR Committee and members noted a planned change to the numbers on the HR Sub-committee as agreed by the HR Committee on 11 September 2018. Following discussions it was **RESOLVED** to increase the size of the Newton Leys Pavilion committee by two members of council scheme and (if required) by one additional advisory member. The change to the size of the HR Sub-committee was noted and it was agreed to review the composition of the HR Committee ready for the annual meeting in May 2019 so as to avoid a situation where the chair of the HR Sub-committee was not a member of the HR Committee.

FC18/19-213

It was **RESOLVED** to elect Cllrs Browne and Webster to the Newton Leys Pavilion Committee

The meeting closed at 9.30 pm