



# Bletchley and Fenny Stratford Town Council

There will be a meeting of the Full Council on Tuesday, 22nd November, 2022 to be held at Newton Leys Pavilion, Furzey Way commencing at 7.30 pm to transact the items of business set out in the agenda below.

*Delia Shephard*

Delia Shephard  
Clerk to the Council  
Monday, 14 November 2022

## AGENDA

1. To note councillors' apologies for absence
2. To note councillors' declarations of interest in matters on the agenda  
*(Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s30 (3) of the Localism Act, councillors are required to declare any disclosable pecuniary interests which they may have in any of the items under consideration at this meeting)*
3. To approve draft minutes of meeting of full council held Tuesday, 4 October 2022 (Pages 1 - 2)
4. Public Speaking  
To receive representations from members of the public on items on the agenda and to hear questions from members of the public about council business which may not be listed on the agenda.  
  
Members of the public who wish to present a spoken or written representation should contact the Clerk no later than 12 noon on the day before the day of the meeting in order to register to be heard.  
  
The public speaking session will generally last no more than 15 minutes and individuals will be permitted to speak for a maximum of 3 minutes.  
  
Requests to speak or ask questions will be dealt with in the order in which they have been received by the Clerk.  
  
For more information or to register to speak please contact:  
Delia Shephard  
Town Clerk  
01908 649469  
[clerk@bletchleyfennystratford-tc.gov.uk](mailto:clerk@bletchleyfennystratford-tc.gov.uk)  
  
Please be aware that meetings may be recorded including the representations made by members of the public.
5. To note the minutes of recent meetings of committees of the council and to consider any recommendations contained therein
  - (i) Draft minutes of meeting of the Community Committee held on Tuesday, 11 October 2022 (Pages 3 - 4)  
(No recommendations for consideration.)
  - (ii) Draft minutes of meeting of the Finance and Governance Committee held on Tuesday, 25 October 2022 (Pages 5 - 24)  
Recommendations:

- i Minute reference FC22/23-35i Investment policy

*Members of the public and representatives of the media are welcome to attend but are warned that items marked with an asterisk (\*) may involve discussion of confidential information and the council may resolve to exclude members of the public and press if this is deemed to be in the public interest*

- ii Minute reference FC22/23-35ii Procurement policy
  - iii Minute reference FC22/23-36 Proposed scale of charges 2023-2024
- (iii) Draft Minutes of a meeting of the Environment and Planning Committee held on 9 November 2022 (Pages 25 - 32)  
Recommendations
  - i Minute reference EPC22/23-17i Change to scheme of delegations  
Please note that a further change to the scheme of delegations concerning the Community events sub-committee is also incorporated in the revised document attached and the council is invited to consider this change also.
  - ii Minute reference EPC22/23-17ii Adoption of draft environmental policy
- 6. \*To consider co-option to the casual vacancy in the Newton Leys ward of the town council (Pages 33 - 36)  
Candidate: Uche Osimili
- 7. To elect councillors to vacancies on current committees  
(Under the current scheme of delegations there is currently only one vacancy which is on the Community Committee. However, some members are on more than one committee and may wish to step down now that more members have been co-opted or the scheme of delegations could be amended to permit 11 or 12 members on each of the main standing committees.)
- 8. To note correspondence from the trustees of Coronation Hall and a clerk's report and to approve previous decision for the council to become a custodian trustee (Pages 37 - 38)
- 9. To approve spending of allocated funding on a project to develop use of the canal in Fenny Stratford through the town council's canalside partnership with the Bedford and Milton Keynes Waterway Trust (Pages 39 - 48)
- 10. To note correspondence from Milton Keynes Council offering funding to support work with the community to address the cost of living crisis and to discuss use of funding (Pages 49 - 50)
- 11. To confirm the council's decision to apply for planning permission for changes to Sycamore Hall and House and to authorise the clerk (in consultation with the chair and vice-chair) to submit once all documentation is fully completed (To Follow)
- 12. To approve a draft customer service and service standard policy (Pages 51 - 54)
- 13. To approve a revised equality and diversity policy (Pages 55 - 60)  
This policy replaces the version currently shown on the town council's website at [https://www.bletchleyfennystratford-tc.gov.uk/sites/default/files/2022-10/Gov\\_2022-23EqualityPolicy.pdf](https://www.bletchleyfennystratford-tc.gov.uk/sites/default/files/2022-10/Gov_2022-23EqualityPolicy.pdf)  
The difference is that an appendix has been added to provide more information about types of discrimination.
- 14. To approve a formal policy on the awarding of community grants (Pages 61 - 66)
- 15. To confirm by resolution that all documentation and information is in place for submission of an application for Bletchley and Fenny Stratford Town Council to become accredited under the Local Council Award Scheme (Pages 67 - 74)
- 16. To receive a report from the chair of the Bletchley and Fenny Stratford Neighbourhood Plan Steering Group and to note the completed scoping document to be used with the planning consultants (Pages 75 - 88)

17. To note a report from the clerk on recent meetings of the Bletchley and Fenny Stratford Town Deal Board (Pages 89 - 90)
18. To note the position with lease of premises at Barton Road, Bletchley and to approve the lease (if available) or to delegate approval of the lease by the Finance and Governance Committee in December 2022
19. Financial matters
  - (i) To note implementation of NJC pay award with effect from 1 April 2022 (Pages 91 - 96)
  - (ii) To ratify a list of payments made or due to be made by the council before the next meeting of the Finance & Governance Committee (Pages 97 - 100)
  - (iii) To note a summary financial report showing income and expenditure against budget to date (Pages 101 - 102)
20. To note the first draft of the 2023-2024 budget and to seek comments and further proposals from members prior to detailed scrutiny of the budget at the meeting of the Finance and Governance Committee on 6 December 2022 (To Be Tabled)