



# Bletchley and Fenny Stratford Town Council

There will be a meeting of the Full Council on Tuesday, 25th April, 2023 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, 17 April 2023

## AGENDA

1. Councillors' apologies for absence
2. 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. Minutes of meeting Tuesday, 28 March 2023 of Full Council (Pages 1 - 6)
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. Draft minutes of recent meetings of committees of the council and to consider any recommendations therein not included on the agenda
  - (i) Draft Minutes of Community Committee 4 April 2023 (Pages 7 - 8)
  - (ii) Draft minutes of Finance and Governance Committee 18 April 2023 (Pages 9 - 12)
6. Changes to the financial regulations as recommended by the Finance and Governance Committee (Pages 13 - 32)
7. Receipt and approval of internal auditor's final report for the financial year 2022 -2023 (Pages 33 - 40)  
*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*

as recommended by the Finance and Governance Committee

8. To approve the council's annual governance statement and accountability return as recommended by the Finance and Governance Committee (Pages 41 - 46)
9. To note the arrangements for advertising the period during which electors and interested persons may exercise rights relating to the annual accounts (Pages 47 - 48)
10. To note and approve the Town Council's Annual Report for the year 2022- 23 to be presented at the annual meeting of electors on 11 May 2023 (Pages 49 - 76)
11. To review the Town Council's delivery plan for the year 2022-2023 (Pages 77 - 100)
12. To approve the Town Council's delivery plan for the financial year 2023-2024 (Pages 101 - 112)
13. To review the Town Council's new constitution document and associated policies including the scheme of delegations and committee structure (Pages 113 - 148)
14. To approve the Town Council's draft communications action plan for 2023-24 which includes resumption of live streaming of town council and committee meetings (Pages 149 - 152)
15. To consider a proposal to extend the free period of usage of Newton Leys Pavilion by Ping Pong Social at a cost of up to £2,574 (Pages 153 - 154)
16. To note the increase in swimming prices at Bletchley Leisure Centre and the impact this will have on the Town Council's free subsidised swimming scheme (Pages 155 - 162)
17. To review and comment on planning/licensing applications due to be considered by Milton Keynes Council
  - (i) DBI04474 New Premises Licence Application - B2B, Unit 3 Stanier Square, Bletchley, Milton Keynes, MK2 2FY - Sale of alcohol: 4pm - 10.30pm indoors only. Late Night Refreshment and sale of alcohol 11pm - 4am via online/phone deliveries only. (Pages 163 - 166)