




# Public Document Pack

## Bletchley and Fenny Stratford Town Council

There will be a meeting of the Full Council on Tuesday, 25th July, 2023 to be held via Zoom video conference commencing at 7.30 pm to transact the items of business set out in the agenda below.

  
Delia Shephard  
Clerk to the Council  
Monday, 17 July 2023

### 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 minutes of last meeting of full council (Pages 1 - 8)
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 or to obtain a link to join the meeting remotely.

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 and live streamed including the representations made by members of the public.

5. To note casual vacancies in Fenny Stratford Ward and Eaton South Ward and arrangements for co-option  
Elections were not demanded by the public therefore the council is free to co-opt. The two vacancies have been advertised in the usual way and there has been some interest from Fenny Stratford following the article in the recent edition of the Neighbour however no applications have yet been received. It is intended to follow the council's adopted policy for co-option unless members proposed an alternative which is compliant with legislation.
6. To elect additional members to committees and or working groups
  - i Community Committee – 2 vacant seats
  - ii Environment and Planning Committee – 3 vacant seats

*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*

- iii Finance and Governance Committee – 3 vacant seats
- iv Sycamore Buildings working group/committee and Neighbourhood Plan Steering Group would both welcome additional members

7. To elect a Town Council representative to the Community Advisory Board of Bletchley and Fenny Stratford Town Deal  
(The first meeting of the Bletchley and Fenny Stratford Town Deal Community Advisory Group is due to be held on 29 July 2023. Both town councils will have one space allocated to them (though some town councillors may be attending in different capacities). The Chair of the council is happy to be the official representative but will be unable to attend on the date of the first meeting. Members are invited to approve the attendance of the Chair as the Town Council regular member and to elect a substitute for those occasions when the Chair is unable to attend.)
8. To note the minutes of recent meetings of committees of the council and to consider any recommendations contained therein
- (i) Minutes of meeting Tuesday, 6 June 2023 of Employment Policy Committee (Pages 9 - 10)
  - (ii) Minutes of meeting Tuesday, 20 June 2023 of Finance and Governance Committee (Pages 11 - 18)  
(Minute reference FC23/24-29i recommendation to adopt revised LGPS Discretions Policy.)
  - (iii) Minutes of meeting Tuesday, 27 June 2023 of Community Committee (Pages 19 - 22)
  - (iv) Minutes of meeting Tuesday, 11 July 2023 of Environment and Planning Committee (Pages 23 - 24)
    - i With respect to minute reference EPC23/24-19 concerning the 2024-35 Community Infrastructure Scheme “It was RESOLVED to recommend to full council that an application be made for community infrastructure funding towards the cost of solar panels at Newton Leys Pavilion.” It has not been possible to provide a detailed report on this potential project for members in time for the meeting on 25 July 2023. As the closing date for the scheme is the end of August 2023. It is recommended by the clerk that the Town Council considers delegating the approval of the application to the Finance and Governance Committee due to be held on 22 August 2023. (The maximum spend for any project is £20,000 from a town council matched by £20,000 from MKCC. The sum of £20,000 falls within the remit of the committee.)
    - ii With respect to minutes reference EPC23/24-21 concerning Newton Leys Football Pitches “It was RESOLVED to continue to pursue interest from clubs and negotiate the best possible arrangement for the forthcoming season with a view to taking a proposal for decision at the full council meeting on 25 July 2023.” Negotiations have continued with other clubs but officers are not yet in a position to present a costed proposal to the council. It is recommended by the clerk that approval of this item is returned to the Finance and Governance Committee on 22 August 2023.
9. To review and comment on planning/licensing applications due to be considered by Milton Keynes Council
- (i) 23/01135/FUL - Travis Perkins 64-66 And 70 Simpson MK1 1BA - Full application for demolition of existing unit and the erection of 4 apartment blocks comprising 98 units with associated landscaping and parking (Pages 25 - 42)  
(Initial review of planning application, to be referred to full council on 25 July 2023 in view of scale of development)

- (ii) 22/00524/OUTEIS - Land Forming Part South East Milton Keynes Strategic Urban Extension South of Milton Keynes North of Bow Brickhill, North of Bow Brickhill Road And Woburn Sands Road Milton Keynes - Outline application (matters of principle and access to be considered with matters of layout, scale, appearance and landscaping reserved for later consideration) for a Mixed-use urban extension comprising up to 1920 units of residential development, secondary and primary schools, local centre (including retail, commercial and community uses), landscaped green infrastructure and public open space, access roads and associated highways improvements, surface water drainage and associated infrastructure works. (Pages 43 - 68)
- (iii) 23/01464/HOU - 12 Montserrat Court Newton Leys MK3 5PR (Pages 69 - 80)
- (iv) application for a new site licence under the Scrap Metal Dealers Act 2013 concerning A2 Plus Limited, Pioner House, 9 Bond Avenue, Bletchley MK1 1S (Pages 81 - 82)
- 10. To consider a proposal put forward at the May 2023 Annual Meetings of electors that Bletchley and Fenny Stratford Town Council should consider employment of a Parking Education Officer (Pages 83 - 86)
- 11. To consider a proposal for street naming and addresses within the new housing development at Albert Street which the developers wish to name Beacon Place The name proposed by Milton Keynes City Council was Alnwick Place which the developers do not like and Beacon Place has been proposed by them. It is not clear what connection if any there is with local history or local geography. The City Council is keen to hear the views of the Town Council by 31 July 2023. (Pages 87 - 92)
- 12. Newton Leys Matters
  - (i) To note developments with construction of Section 2 of the new Bletchley Redway route and the bund on land belonging to the town council at Newton Leys, to approve in principle the transfer of land to the city council and to delegate this item of business to the finance and governance committee for future determination (Pages 93 - 98)
  - (ii) To approve a request for spending of S106 public art funding alongside the redway at Newton Leys (Pages 99 - 102)
- 13. To approve resubmission of planning application for Sycamore House/Hall following completion of emergent bat surveys
- 14. To receive an oral update report on matters concerning the Bletchley and Fenny Stratford Neighbourhood Plan (Cllr Hussein)
- 15. To receive a clerk's update report on recent Town Deal matters (Pages 103 - 104)
- 16. To note a summary financial report showing income and expenditure against budget to 30 June 2023 (Pages 105 - 106)
- 17. 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 107 - 112)

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## Bletchley and Fenny Stratford Town Council

### Minutes of a meeting of the Full Council of Bletchley and Fenny Stratford Town Council held at Sports Hall - Newton Leys Pavilion on Tuesday, 23rd May, 2023 commencing at 7.30 pm

**Present:** Cllrs E Kelly-Wilson, R Graham, A Palmer, G Bedford, S Browne, L Campbell, K Ely, R Haine, E Hume, T Stephens, M Wymer, A Khanom and I Hussein

**Absent:** Cllrs S Clark and M Imran

**Apologies:** Cllrs S Elhasoglu, E O'Rourke, A Segebrecht and U Osumili

**In attendance:** Delia Shephard (Town Clerk) (Clerk), John Fairclough (Support Services Manager) and Alison Brown (Finance Manager) (Secretary)

#### Min Ref

- FC23/24-18 **Election of chair of council and declaration of acceptance of office**  
It was RESOLVED unanimously that Cllr Kelly-Wilson be elected as chair of the council for the year 2023-2024.  
  
Cllr Kelly-Wilson made his declaration of acceptance of office before the council.
- FC23/24-19 **Election of vice-chair of council**  
It was RESOLVED unanimously that Cllr Richard Graham be elected vice-chair of the council for the year 2023-2024.
- FC23/24-20 **Councillors' apologies for absence**  
It was RESOLVED to note the apologies as listed above. Cllr Wymer had submitted apologies for anticipated late arrival which were also noted.
- FC23/24-21 **Councillors' declarations of interest in matters on the agenda**  
No declarations of interest were made.
- FC23/24-22 **Minutes of meeting Tuesday, 25 April 2023 of Full Council**  
It was RESOLVED that the minutes of the last meeting of the council be approved as a correct record.
- FC23/24-23 **Public Speaking**  
There were no representations from members of the public.
- FC23/24-24 **Minutes of recent meetings of committees of the council and recommendations contained therein**
- FC23/24-24.i **Employment Policy Committee held on 2 May 2023**  
It was RESOLVED to note the minutes of the meeting and to deal with the recommendation at minute reference EMPC23-24/31 at the end of the meeting.
- FC23/24-24.ii **Environment and Planning Committee meeting held on 16 May 2023**  
It was RESOLVED to note the draft minutes. There were no recommendations for consideration.
- FC23/24-25 **Scheme of delegations and committee structure**  
It was RESOLVED to approve the existing scheme of delegations.



# Bletchley and Fenny Stratford Town Council

FC23/24-26 **Election to committees**

FC23/24-26.i **Finance & Governance Committee**

It was RESOLVED to elect the following members to the Finance and Governance Committee:

Cllr Eamonn O' Rourke  
Cllr Ethaniel Kelly-Wilson  
Cllr Keith Ely  
Cllr Richard Graham  
Cllr Ron Haine  
Cllr Sam Browne  
Cllr Uche Osumili

which left three vacant seats on the committee.

It was RESOLVED that Cllr Ely be elected as chair of the committee and Cllr Browne as vice-chair of the committee.

FC23/24-26.ii **Environment and Planning Committee**

It was RESOLVED to elect the following members to the Environment and Planning Committee:

Cllr Andrew Palmer  
Cllr Eamonn O' Rourke  
Cllr Ethaniel Kelly-Wilson  
Cllr Ismail Hussein  
Cllr Keith Ely  
Cllr Richard Graham  
Cllr Ron Haine

which left three vacant seats on the committee.

It was RESOLVED that Cllr Hussein be elected as chair of the committee and Cllr Haine as vice-chair of the committee.

FC23/24-26.iii **Community Committee**

It was RESOLVED to elect the following members to the Community Committee:

Cllr Andrew Palmer  
Cllr Ayesha Khanom  
Cllr Ethaniel Kelly-Wilson  
Cllr Liz Campbell  
Cllr Mariee Wymer  
Cllr Richard Graham  
Cllr Sam Browne  
Cllr Terry Stephens

which left two vacant seats on the committee.

It was RESOLVED that Cllr Stephens be elected as chair of the committee and Cllr Wymer as vice-chair of the committee.



## Bletchley and Fenny Stratford Town Council

### FC23/24-26.iv **Appeals Committee**

It was RESOLVED to elect the following members to the Appeals Committee:

Cllr Ayesha Khanom  
Cllr Richard Graham  
Cllr Sam Browne

which left two vacant seats on the committee.

It was RESOLVED to elect Cllr Graham as chair of the committee and Cllr Khanom as vice-chair of the committee.

### FC23/24-26.v **Employment Policy Committee**

It was RESOLVED to elect the following members to the Employment Policy Committee:

Cllr Ed Hume  
Cllr Ethaniel Kelly-Wilson  
Cllr Gavin Bedford  
Cllr Keith Ely  
Cllr Uche Osumili.

It was RESOLVED to elect Cllr Hume as chair of the committee and Cllr Bedford as vice-chair of the committee.

### FC23/24-26.vi **Clerk Performance Management Sub-committee**

It was RESOLVED to elect the following members to the Clerk Performance Management Sub-committee:

Cllr Ed Hume  
Cllr Ethaniel Kelly Wilson  
Cllr Gavin Bedford.

It was RESOLVED to elect Cllr Hume as chair of the sub-committee and Cllr Bedford as vice-chair of the committee.

### FC23/24-27 **Standing orders**

It was RESOLVED to approve and adopt existing Standing Orders.

### FC23/24-28 **Financial regulations**

It was RESOLVED to approve and adopt existing Financial Regulations.

### FC23/24-29 **Code of conduct for members and member officer protocol**

It was RESOLVED to review the existing adopted members' code of conduct and the member officer protocol and to make no changes.

### FC23/24-30 **To review arrangements with community partners**

#### FC23/24-30.i **Partnership with Water Eaton Community Larder**

It was RESOLVED to approve the continuing partnership arrangement which was managed by the Community Committee.

#### FC23/24-30.ii **Partnership with Milton Keynes Canalside Forum**

(Cllr Wymer joined the meeting.)



## Bletchley and Fenny Stratford Town Council

It was RESOLVED to approve the continuing partnership arrangement. The clerk noted that this was the final year of a three year agreement and members agreed that a review should be conducted before entering into any further agreement.

FC23/24-31

### **Representation on or work with external bodies**

It was RESOLVED to make the following arrangements for town council representation on outside bodies:

<b>Organisation</b>	<b>Representatives</b>
Milton Keynes Parishes Forum	Cllr Stephens and the clerk
BMKALC	Cllr Hume and Cllr Kelly-Wilson
Lakes Estate Renewal Forum	Cllr Hume and Cllr Wymer
Town Deal Board	Clerk
Salden Chase Sub-committee, West Bletchley Council	No arrangement pending further enquiries by the clerk
Bletchley and Fenny Stratford Neighbourhood Plan	Cllr Hussein Cllr Bedford Cllr Graham Cllr Kelly-Wilson Cllr Hume Cllr Wymer

FC23/24-32

### **Asset register including inventory of land**

It was RESOLVED to approve the summary asset register and inventory of land.

FC23/24-33

### **Annual insurance arrangements**

It was RESOLVED to approve the town council's existing arrangements for insurance in respect of all insurable risks including payment of the annual premium of £8,491.25 to Zurich Municipal for the general insurance policy for the year 1 June 2023 to 31 May 2024. The Finance Manager drew attention to the increase in premium from the previous year (£7,668.07) which was accounted for by addition of content insurance for premises at Barton Road.

FC23/24-34

### **Subscriptions to other bodies**

It was RESOLVED to approve the following subscriptions for the year

- i Buckinghamshire & Milton Keynes Association of Local Councils (BMKALC) including NALC contribution £2,947.90
- ii Society of Local Council Clerks (SLCC) £501.00
- iii The Allotment Association (formerly National Association of Allotment and Leisure Gardeners) £55
- iv Following a recommendation from officers it was agreed to give the 12 months notice required to stop the annual subscription to National Association of British Markets (NABMA) which was not felt to be providing value for money but the subscription of £384.00 for the current year was approved.

FC23/24-35

### **Policies, procedures and practices in respect of its obligations under freedom of**



## Bletchley and Fenny Stratford Town Council

### **information and data protection legislation**

Members reviewed revised Freedom of Information Policy and Data Protection Policy which had been simplified, and updated in the light of changes to the town council's website.

It was RESOLVED to approve and adopt the new policy documents with immediate effect.

FC23/24-36

### **Press/Media policy**

Members reviewed a revised policy on dealing with the press and media which incorporated the Civility and Respect policy addendum recommended by the Civility and Respect project.

It was RESOLVED to approve the revised policy and adopt it with immediate effect.

FC23/24-37

### **Complaints procedure**

Following review it was RESOLVED to approve the town council's existing complaints procedure with no changes.

FC23/24-38

### **Employment policies and procedures**

The town council's employment policies and procedures were reviewed. No changes were proposed or made.

FC23/24-39

### **Annual calendar of meetings**

It was RESOLVED to confirm the council's calendar of meetings for the year 2023-2024 which had already been approved at an earlier meeting.

FC23/24-40

### **Review of Planning Application 23/00984/PRIOR - 27 The Concourse Brunel Centre Locke Road Bletchley Milton Keynes Prior approval for the demolition of two storey retail unit**

It was RESOLVED to support the prior approval for proposed demolition of the former Sainsbury's site.

The clerk noted that since the planning application had been placed on this agenda the town council had been notified that the city council would be preparing development briefs for Milton Keynes Development Partnership owned sites and commencing the preparation of a development brief for the Brunel Centre and former Sainsbury's store, Bletchley. This development brief would outline high level principles and parameters to help inform more detailed subsequent proposals for this key gateway area of Bletchley.

The outline programme for preparation of the brief was:

- 1 May-June : Preparation of Draft Development Brief
- 2 July – August: 8-week formal consultation
- 3 August-September: amendments following formal consultation
- 4 Late September 2023 : Delegated Decision to approve Development Brief

The town council could expect to be formally consulted on the Draft Development Brief during the above-mentioned formal consultation period. The clerk advised that she had already contacted MKCC on behalf of the town council to express concern that the formal consultation would be taking place during the summer holidays and that she would invite representation from MKCC to the July town council meeting to enable members to understand and ask questions about the brief.



## Bletchley and Fenny Stratford Town Council

- FC23/24-41      **Financial matters**
- FC23/24-41.i    **Summary financial report showing income and expenditure against budget to 30 April 2023**  
The Finance Manager noted that at this stage in the year not all the accruals from the previous year had been reversed out of the accounts.  
It was RESOLVED to note the report.
- FC23/24-41.ii   **Ratification of payments made or due to be made before the next meeting of the Finance and Governance Committee on 20 June.**  
It was RESOLVED to ratify the list of payments made or due to be made.
- FC23/24-41.iii   **Approval of spending from Neighbourhood Plan Earmarked Reserve**  
It was RESOLVED to allocate £2,500 from the Neighbourhood Plan earmarked reserve to be used by the Neighbourhood Plan Steering Group for planning consultancy fees to support planned meetings of the steering group and task force meetings. It was noted that, as required under the grant scheme the town council had refunded to Locality any Neighbourhood Plan monies which were unspent in 2022-23. As soon as the 2023-24 funding window opened a further application would be made for the grant funding.
- FC23/24-42    **Draft minutes from annual meeting of electors held on Thursday 11 May 2023**  
It was RESOLVED to note the draft minutes of the annual meeting of electors held on 11 May 2023 along with copies of the presentation on the Town Deal and the questions and answers asked by residents.  
  
The clerk drew attention to concerns raised by one member of the public about councillor attendance at meetings and failure to submit apologies which had been raised for the second time in two years. The chair noted that this issue had already been discussed at a recent meeting of the council. It was suggested that the chair should write to individual councillors who did not attend or submit apologies reminding them of their obligations.
- FC23/24-43    **Exclusion of the public**  
It was RESOLVED that members of the public and press be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted which was likely to include discussion of the personal circumstances of individual employees.
- FC23/24-44    **Recommendation from the Employment Policy Committee to add to the town council staff permanent headcount**  
The chair of the Employment Policy Committee (Cllr Hume) gave a confidential presentation which included a reminder that the existing employee headcount was 11 employees, or 8.9 full time equivalent posts. The annual payroll for these employees including employer pension and national insurance contributions had been budgeted at £477,019 for 2023-34 (excluding anticipated TUPE/recruitment for landscaping staff from September 2023). However the current annual forecast for these costs was now £488,417. This represented an overspend on budget of £11,398 caused by additional weekend cover costs, two increments not in the original budget and anticipated outcome of the ongoing negotiations on local government pay which seemed likely to exceed the 4.5% included in the original budget.



## Bletchley and Fenny Stratford Town Council

Cllr Hume then explained the rationale for the creation of a new permanent full-time post of Support Services Officer in the Support Services Team at a salary scale of spinal column points 16-19. This would increase the anticipated overspend to approximately £49,736. Following questions it was RESOLVED to approve the creation of the additional post which would be funded from reserves for 2023-24.

The meeting closed at 8.36 pm

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## Bletchley and Fenny Stratford Town Council

### Minutes of a meeting of the Employment Policy Committee of Bletchley and Fenny Stratford Town Council held at Newton Leys Pavilion on Tuesday, 6th June, 2023 commencing at 7.30 pm

**Present:** Cllrs K Ely, E Hume, E Kelly-Wilson and U Osumili

**Absent:**

**Apologies:** Cllr G Bedford

**In attendance:** Delia Shephard (Town Clerk) (Clerk)

#### Min Ref

- EMPC23-2432 **Councillors' apologies for absence**  
It was RESOLVED to note Cllr Bedford's apologies for absence as listed above. (Cllr Osumili was unavoidably delayed and was not present at the start of the meeting and he gave his apologies for late arrival when he joined the meeting.)
- EMPC23-2433 **Councillors' declarations of interest in matters on the agenda**  
There were no declarations of interests.
- EMPC23-2434 **Minutes of the previous meeting**  
It was RESOLVED that the draft minutes of the meeting of the committee held on 2 May 2023 be approved as a correct record of proceedings.
- EMPC23-2435 **Public Speaking**  
There were no representations from members of the public.
- EMPC23-2436 **Report on health and safety matters affecting employees and council activities**  
The clerk reported that health and safety works to fire doors and stairs at Sycamore House discussed at the last meeting of the committee had since been procured using officer delegated powers in consultation with the Chair of the Council, the Vice-chair of the Council and the Chair of the Finance Committee in accordance with the committee's request that this matter be expedited. This concluded the outstanding items from the Health and Safety Action Plan and the use of delegated powers would be ratified at the next meeting of the Finance and Governance Committee. The works were expected to be completed during June.
- EMPC23-2437 **Financial management report showing expenditure against budget for the year to date on employment matters**  
It was RESOLVED to note the report.
- EMPC23-2438 **Exclusion of the public for the following item of business**  
It was RESOLVED that members of the public and press be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest. This was because of the confidential nature of the business to be transacted which would include discussion of a potential staff review and restructure.
- EMPC23-2439 **Confidential review of employee structure in the light of changing business needs and economic conditions and future working arrangements**



## Bletchley and Fenny Stratford Town Council

(Cllr Osumili joined the meeting.)

Members reviewed a confidential report prepared by the clerk following instructions at a previous meeting. (Document reference: Confidential Staff Restructure Report for Employment Policy Committee 6 June 2023.) The report set out the council's short- and medium-term organisational priorities and delivery plans and detailed the changes to the town council's workload which had taken place over the last few years. The implications of the forthcoming delivery of landscaping services were also explored. The current approved employee structure and current distribution of work was documented and a preliminary potential new structure and distribution of work which aimed to meet current business needs was also set out along with details of financial implications for the council taking into account potential redundancies and considering the ongoing negotiations between the employers and the unions regarding NJC pay scales for 2023-24. (It was known that the employers' latest offer was a fixed lump sum of £1925 per employee but this had not been accepted by the unions who were balloting members.)

The report was discussed in detail and several proposed courses of action were explored in depth.

It was RESOLVED that the proposed new staff structure and distribution of work should be revised from that proposed in the original report and the clerk was instructed to undertake further work in consultation with WorkNest the town council's employment advisors prior to consultation with existing employees.

Meanwhile, it was RESOLVED that the town council would begin recruitment of three landscape operatives as previously approved by full council and of one additional member of the support services team as previously approved by full council and respective job descriptions were agreed.

New town council pay bandings were discussed in the light of information from the confidential independent Paydata report previously considered at the committee. It was RESOLVED that the Support Services Manager's job title would be changed to Deputy Town Clerk, the pay banding for the post would be amended to SCP 36-39 and that the postholder would be awarded an increment of one spinal column point with effect from 1 July 2023.

The meeting closed at 9.05 pm



## Bletchley and Fenny Stratford Town Council

### Minutes of a meeting of the Finance and Governance Committee of Bletchley and Fenny Stratford Town Council held at Sports Hall at Newton Leys Pavilion, Furzey Way, Newton Leys on Tuesday, 20th June, 2023 commencing at 7.30 pm

**Present:** Cllrs K Ely, S Browne, R Graham, R Haine and U Osumili

**Absent:**

**Apologies:** Cllrs E Kelly-Wilson and E O'Rourke

**In attendance:** Alison Brown (Finance Manager) (Clerk) and Will Allen (Environment and Premises Manager)

#### Min Ref

- FC23/24-17 **To note apologies for absence**  
It was RESOLVED to note the apologies listed above.
- FC23/24-18 **To note councillors' declarations of interest in matters on the agenda**  
Cllr Ely declared an interest in agenda item 13, which concerned the approval of the LGPS Discretion Policy, of which Cllr Ely is a recipient, and advised that he would leave the meeting for discussion and voting on this item.
- FC23/24-19 **To approve the draft minutes of the previous meeting of the committee**  
It was RESOLVED that the draft minutes of the previous meeting on 18 April 2023 be approved as a correct record.
- FC23/24-20 **Public Speaking Time**  
There were no representations from members of the public.
- FC23/24-21 **To review and comment on any planning applications due for review by Milton Keynes City Council**
- FC23/24-21i **23/01123/PRIOR - 169 Queensway MK2 2DZ - Prior Approval for change of use from Commercial, Business and Service (Use Class E) to 1 Dwellinghouse (Use Class C3)**  
It was RESOLVED to make no comments on the planning application.
- FC23/24-21ii **23/01293/PRIOR - 1A Bedford Street Bletchley MK2 2TX - Prior Approval for change of use from Commercial, Business and Service (Use Class E) to Dwellinghouses (3 Flats) (Use Class C3)**  
It was RESOLVED to make no comments on the planning application.
- FC23/24-22 **To consider a proposal received for hire of the pitches at Newton Leys to a single club, against the possibility of hiring out individual match slots to numerous teams.**  
The Environment and Premises Manager summarised the content of the report provided with the agenda and introduced Ian Leathers and Robert Willford representing Tattenhoe Youth Football Club. Ian Leathers and Robert Willford detailed the current activities of the football club stating that as coaches, the membership of the club has approximately 400 children up to the age of 16 and the club is both FA registered and has charity status. They currently operate out of three venues and are



## Bletchley and Fenny Stratford Town Council

actively looking for a fourth venue. Members questioned both Ian Leathers and Robert Willford and were assured that the club can provide activities which will benefit the local community including formal football teams and pay-as-you-go sessions for the pre-school age group. It was noted that Shenley Church End Parish Council has provided an excellent recommendation of Tattenhoe Youth Football Club who use their Medbourne Pavilion exclusively. The Environment and Premises Manager explained that although efforts had been made to reach an equivalent pitch hire arrangement with a more local club this had not been possible.

It was RESOLVED to enter an exclusive agreement with Tattenhoe Youth Football Club, for an initial 12 month period, to provide an annual income of £11,000 to the council.

**FC23/24-23 To approve the principal of granting an easement across town council land at Newton Leys to allow construction of a redway and to approve initial plans**

Members had been informed that Milton Keynes City Council (MKCC) had requested the town council to approve an easement across land at Newton Leys Pavilion/Football pitches to allow for construction of Section 2 of a new redway link in Bletchley which would improve pedestrian and cycle access to and from Newton Leys and plans and drawings had been provided to members following site visits with officers of both councils. The redway was not expected to interfere with use of the football pitches or surrounding area.

Creation of a bund on the land near Newton Leys Pavilion had already been approved by full council (minute ref FC22/23-82) and MKCC had agreed that as part of this project they would arrange planning permission for the bund and use the spoil from the construction of the redway to create the bund.

It was RESOLVED to approve the principle of granting an easement across town council land at Newton Leys to allow construction of a redway and to approve the initial plans with the condition that MKCC fund all legal costs incurred by the council.

**FC23/24-24 To review proposals for road safety improvements at V4**

It was RESOLVED to support the proposals for road safety improvements at V4.

**FC23/24-25 To review and note a financial management information report showing income and expenditure against budget for the year to May 2023**

The Finance Manager informed members that Milton Keynes City Council had now provided the figure for the Landscaping Contract income for the period 1 September 2023 to 31 March 2024; the amount is £69,308.84 against a budgeted income of £43,186.00.

It was RESOLVED that the report be noted.

**FC23/24-26 To review and note cash and investment reconciliations to 31 May 2023**

It was RESOLVED that the cash and investment reconciliations be noted.

**FC23/24-27 To review and note the council's balance sheet as at 31 May 2023**

It was RESOLVED that the balance sheet to 31 May 2023 be noted.

It was RESOLVED that the list of individual transactions over £500 for the period be noted.

**FC23/24-28 To ratify a list of payments made or due to be made to 30 June 2023**

It was RESOLVED that the list of payments made or due to be made which had been



## Bletchley and Fenny Stratford Town Council

published with the agenda be ratified.

FC23/24-29 **To review the following policies for recommendation to full council**

FC23/24-29i **Local Government Pension Scheme: Discretions within the Scheme Policy**  
(Cllr Ely left the meeting.)

The Finance Manager advised that the updated Local Government Pension Scheme: Discretions Within the Scheme Policy has been updated with the council's correct address and contact details; there has been no material or substantive changes to the policy since adoption in January 2022.

**It was RESOLVED to recommend the revised policy to full council for approval on 25 July 2023.**

(Cllr Ely returned to the meeting.)

FC23/24-30 **To approve the cost of the partial exemption calculation for 2022/23**

Following consideration of alternative quotes it was RESOLVED to appoint the Parkinson Partnership to carry out a partial exemption calculation for 2022/23 up to a maximum cost of £750.00 plus VAT.

FC23/24-31 **To approve the asset transfer of the Gladiator machine to Milton Keynes City Council**

At the Finance Manager's request, the Chair allowed members a period of time to read a report which had been tabled at the meeting explaining reasons for a proposed asset transfer of street cleaning equipment.

It was RESOLVED to approve the transfer of the Gladiator Gum and Deep Clean Machine to Milton Keynes City Council, without conditions for use for the benefit of residents of Milton Keynes.

FC23/24-32 **To receive a premises report and consider any recommendations therein for expenditure of building maintenance or repairs**

FC23/24-33 **Barton Road Depot Update**

The Environment and Premises Manager introduced a report summarising work to date.

It was RESOLVED to purchase the Tuffa 1350SLBF (Fuel Pump) from The Tank Shop at a cost of £1,695.

FC23/24-34 **To approve the sales of the Nissan NV400 Flatbed Van and the purchase of a Ford Transit Tipper Van**

The Environment and Premises Manager introduced a report summarising the rationale for acquisition of a tipper van needed for delivery of landscaping services from 1 September 2023 and the best method of acquiring the vehicle.

It was RESOLVED to approve the sale of the town council's existing Nissan NV400 index number BN70 MFV for £16,000 and the purchase of the 2018 Ford Transit Tipper for £18,994 with Big Van World. The total cost to the council being £2,994 plus an administration fee of £149.

FC23/24-35 **To note the outcome of any tender processes completed since the last meeting**



## Bletchley and Fenny Stratford Town Council

### **of the council**

No tender processes had been completed since the last meeting therefore this item of business was not required.

FC23/24-35i

### **To ratify a decision using delegated powers - 21 Barton Road CCTV and Intruder Alarm**

It was RESOLVED to ratify an officer delegated decision to appoint Milton Keynes Security to install CCTV and an intruder alarm at 21 Barton Road at a cost of £3,110.27. The decision had been made by the clerk in consultation with the chair of the council the chair of the finance and governance committee and the vice-chair of council on the grounds of urgency. Alternative providers had been considered but this contractor was selected on the grounds of best value when quotations were compared.

FC23/24-35ii

### **To ratify a decision using delegated powers - Fire Door/Understairs Fire Boarding Sycamore House**

It was RESOLVED to ratify an officer delegated decision to appoint Alleron Fire Protection to carry out fire protection measures at Sycamore House at a cost of £3,278.51. The measures, which included replacement of two doors with specialist fire doors and protective boarding to the stairs, were deemed necessary following the town council's annual health and safety risk assessment carried out by WorkNest. The Employment Policy Committee had recommended that this matter to be expedited in the interests of safety (minute reference EMPC 23-24/24 . The delegated decision was taken by the clerk in consultation with the chair of the council, the chair of the finance committee and the vice-chair of council on the grounds of urgency. Alternative providers had been considered but this contractor was selected on the grounds of best value when quotations were compared.

FC23/24-36

### **Exclusion of the public for the following item of business**

It was RESOLVED that members of the public and press be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest. This was because of the confidential nature of the business to be transacted which could result in legal proceedings.

FC23/24-37

### **To note a confidential report on matters concerning Water Eaton Church car park and to agree next steps**

The chair of the committee allowed members a period of time to read a confidential report from the clerk that had been tabled at the meeting. The report concerned legal liability for maintenance of the Water Eaton Church car park and actions undertaken to date on behalf of the town council.

It was RESOLVED to note the report and support the clerk to continue constructive dialogue with the parties in respect of the Water Eaton Church car park whilst continuing to protect the town council's financial and legal position.

The meeting closed at 8.33 pm



# **BLETCHLEY AND FENNY STRATFORD TOWN COUNCIL**

## **LOCAL GOVERNMENT PENSION SCHEME: DISCRETIONS WITHIN THE SCHEME POLICY**

Filename and version	Status	Date adopted	Review date
LGPSDiscretions2023	<b>Draft</b>	<b>Recommended for adoption on 25 July 2023</b>	<b>June 2024</b>



## **1 Introduction**

1.1 The Local Government Pension Scheme (LGPS) changed significantly in April 2008, when new arrangements for contributions and benefits were introduced. Councils have always had some local discretion in applying the LGPS, and there has long been local policy in some areas. The introduction of the new scheme means that there are new points to interpret, and specific points on which local policy needs to be set. It is a requirement for each Council to make a written statement of its local discretionary policy on these points. This document sets out below the discretions to be applied within Bletchley and Fenny Stratford Town Council.

1.2 Buckinghamshire Council continue to administer the LGPS on behalf of Bletchley and Fenny Stratford Town Council.

## **2 Scope**

2.1 The policy and procedure set out in this document applies to all Council employees who have elected to join the LGPS.

## **3 Discretions within the Scheme**

### **3.1 Discretion of employer to increase total membership of active member**

The Council will, in exceptional circumstances and on a case by case basis, award augmented years to increase the membership (pensionable service) of a current employee in the pension fund by up to 10 years. Any such award will be made by the Council's Finance and Governance Committee.

### **3.2 Discretion of employer to award additional pension**

The Council has not adopted the discretion to grant extra annual pension of up to £6500 to an active Scheme member or within 6 months of leaving to a member whose employment was terminated on the grounds of redundancy or business efficiency.

### **3.3 Discretion to permit flexible retirement**

The Council's policy has been reviewed and enables an employer to let an employee, aged 55 or more, reduce his/her hours or grade, and receive part or full payment of pension benefits under the main scheme regulations. The employee should be aware that they may suffer an actuarial reduction in their pension and lump sum due to the early payment. Any cost of flexible retirement must be met by the Council.



The Council will not waive, in whole or in part, actuarial reduction on benefits paid on flexible retirement.

If flexible retirement is taken from the age of 60 onwards and the member satisfies the 85-year rule benefits will be as per scheme conditions. The Council has not adopted the discretion to switch the 85-year rule back on for members who choose to voluntarily draw their benefits on or after age 55 and before age 60. The Buckinghamshire Council Pensions Team are not able to provide Flexible Retirement quotes direct to the member, any requests for quotes must be made through Bletchley and Fenny Stratford Town Council.

### **3.4 Discretion to permit early payment of pension**

A member of the pension scheme aged 55 or more (50 for any protected members) may apply for the early payment of their retirement benefits, subject to the consent of their employer. An application may be made by either a current employee or a former employee holding deferred benefits.

The Council will agree to an application from a current employee only in a case where it is satisfied that the business benefit outweighs the costs involved, and where the service is willing to reimburse to the pension fund any costs arising from the early retirement.

Applications should be made to the Clerk to the Council, Bletchley and Fenny Stratford Town Council, Sycamore House, Drayton Road, Bletchley MK2 3RR. The decision will be made by the Council's Finance and Governance Committee.

The Council will only consider an application, for the early payment of pension, to former employees holding deferred benefits where it can be granted on a strictly cost neutral basis.

The Council will not waive, on compassionate grounds, the actuarial reduction applied to benefits paid early.

The Council has not adopted the discretion to grant early payment of benefits on or after age 50 and prior to age 55.

### **3.5 Discretion to permit late inward transfer of pension rights**

A request to transfer pension rights into the LGPS must be made within 12 months of joining the scheme. Any request to transfer pension rights after the twelve month limit will be declined unless there are extenuating circumstances for the delay. Further information about the application process is made available to new employees with their contract of employment or can be requested direct from the Pension team on 01296 383755 or via e-mail [pensions@buckscc.gov.uk](mailto:pensions@buckscc.gov.uk)

### **3.6 Discretion to reinstate suspended tier 3 ill health pension**

Ill health retirement in the LGPS has a 3 tier benefit structure. Tier 1 and tier 2 provide an enhancement to the retirement benefits (i.e. accrued membership plus 100% (tier 1) and 25% (tier 2) of prospective membership up to age 65)

If a member's employment is terminated because of tier 3 permanent ill health and the member has at least three months membership and is likely to be able to undertake gainful employment within 3 years of leaving, the pension payable is to be based on the member's accrued membership, with no enhancement. Pension Benefits are payable for

so long as the member is not in gainful employment, or up to 3 years, whichever is the shorter.

If tier 3 is awarded, the person must inform their previous employer if they obtain employment and answer any enquiries made by the employer as to their current employment status, including their pay and working hours. Once benefits have been in payment to a person for 18 months, the Employer must undertake an ill-health review to determine whether either the tier 3 ill health pension will continue for another 18 months, or be reassessed as a tier 2 ill health retirement, or if it will cease. In any event, payment of benefits under tier 3 will be suspended after they have been in payment to a person for three years.

The Council will not accept applications for re-instatement of a suspended tier 3 ill health pension on or after age 55 and before age 60.

The Council has not adopted the discretion to 'switch on' the 85-year rule for members applying for early payment of a suspended tier 3 ill health pension.

### **3.7 The Local Government (Discretionary Payments) (Injury Allowances) Regulations 2011**

The Regulations refer to persons employed in a relevant employment who sustain an injury or contract a disease and suffer a reduction in remuneration while he or she is employed in that employment. In such a situation, relevant employers may determine to pay an allowance (Injury Benefit Scheme), which should not exceed the amount of the reduction, while the shortfall continues.

The Council will not adopt an Injury Benefit Scheme.

### **3.8 Additional Pension Contributions**

The Council has not adopted the discretion, where an active Scheme member wishes to purchase extra annual pension of up to £6500 by making Additional Voluntary Contributions (APC), to (voluntarily) contribute towards the cost of purchasing that extra pension via a Shared Cost Additional Pension Contribution (SCAPC).

## **4 Determination of questions and disputes**

Any applications to deal with questions and disputes arising from the administration of the scheme membership must be made to the Clerk to the Council, Bletchley and Fenny Stratford Town Council, Sycamore House, Drayton Road, Bletchley MK2 3RR.

Further information can be found on the Buckinghamshire Council's Pensions internet site.

**Adopted: July 2023**

**Next Review Date: June 2024**



## Bletchley and Fenny Stratford Town Council

**Minutes of a meeting of the Community Committee of Bletchley and Fenny Stratford Town Council held at Community Hall - Newton Leys Pavilion, Furzey Way, Newton Leys on Tuesday, 27th June, 2023 commencing at 7.30 pm**

**Present:** Cllrs T Stephens, M Wymer, S Browne, L Campbell and E Kelly-Wilson

**Absent:** Cllrs R Graham

**Apologies:** Cllrs A Palmer

**In attendance:** John Fairclough (Deputy Town Clerk), Delia Shephard (Town Clerk) and Davina Pancholi-Ifould (Community Events and Support Services Officer)

### Min Ref

CC23/24-11 **Councillors' apologies for absence**

It was RESOLVED to note the apologies as listed above.

CC23/24-12 **Councillors' declarations of interest in matters on the agenda**

Cllr Stephens declared an interest in agenda item 6iv, to consider a planning application for 9 Eaton Avenue, MK2 2HJ. Cllr Stephens is a resident in close proximity to this address and indicated that he would leave the room whilst this item is discussed.

CC23/24-13 **Draft minutes of the previous meeting of the committee**

It was RESOLVED that the draft minutes of the last meeting be approved as a correct record of proceedings.

CC23/24-14 **Public Speaking Time**

A local resident was in attendance and expressed their objections to the planning application in minute reference CC23/24-17iii.

CC23/24-15 **Community Grants**

CC23/24-15i **A grant application from the Milton Keynes Inland Waterways Association in the sum of £398.**

It was RESOLVED that a grant in the sum of £398 be granted to contribute to the costs to hold the Fenny Stratford Canal Festival on 5 and 6 August 2023.

CC23/24-15ii **A grant application from MKIAC in the sum of £4,700**

A representative from MKIAC addressed the Council explaining the project for which they were seeking funding and answered questions from members.

It was RESOLVED that an amended sum of £2000 be awarded towards the project.

CC23/24-15iii **A grant application from Keeping Kids off the Street (KKOTS) in the sum of £2,590**

After careful consideration it was RESOLVED that the grant would not be awarded on this occasion due to insufficient information about the project. KKOTS would be welcome to apply again at a later date.



## Bletchley and Fenny Stratford Town Council

- CC23/24-15iv **A grant application from YMCA MK in the sum of £1500.**  
A representative from YMCA MK addressed the Council explaining the project for which they were seeking funding and answered questions from members.  
It was RESOLVED that the sum of £1500 be awarded towards the project.
- CC23/24-16 **A grant application from MK Melting Pot in the sum of £1,520**  
After careful consideration it was RESOLVED that the grant would not be awarded on this occasion due to insufficient information about the project. MK Melting Pot would be welcome to apply again at a later date.
- CC23/24-17 **To consider any planning applications due for determination by Milton Keynes Council**
- CC23/24-17i **23/01044/PRIOR - 143 - 145 Queensway Bletchley Milton Keynes MK2 2DY - Prior Approval for change of use from Commercial, Business and Service (Use Class E) to Dwellinghouses (Use Class C3) along with associated operational development**  
It was RESOLVED that no comment be made on the proposed application.
- CC23/24-17ii **23/01036/PRIOR - Land At Queensway Bletchley - Prior notification for a proposed 5G telecoms installation**  
It was RESOLVED that no comment be made on the proposed application.
- CC23/24-17iii **23/01326/HOU - 9 Eaton Avenue Bletchley Milton Keynes MK2 2HJ - Demolition of existing outbuildings and the erection of a single storey rear extension**  
It was RESOLVED that no comment be made on the proposed application.
- CC23/24-17iv **23/00183/ENF - 46 Brooklands Road - Description of alleged breach Running a HMO from a residential property**  
It was RESOLVED that no comment be made on the alleged breach running a HMO from a residential property.
- CC23/24-17v **22/00524/OUTEIS - Land Forming Part South East Milton Keynes Strategic Urban Extension South of Milton Keynes North of Bow Brickhill, North of Bow Brickhill Road And Woburn Sands Road Milton Keynes - Outline application (matters of principle and access to be considered with matters of layout, scale, appearance and landscaping reserved for later consideration) for a Mixed-use urban extension comprising up to 1920 units of residential development, secondary and primary schools, local centre (including retail, commercial and community uses), landscaped green infrastructure and public open space, access roads and associated highways improvements, surface water drainage and associated infrastructure works.**  
It was RESOLVED that this planning application would be put forward to Full Council to be considered.
- CC23/24-18 **Proposal from Youth Network MK for the town council to provide £3640.53 to enable its HAF programme to be open to children not in receipt of free school meals (the funding to be provided from within the Town Council's youth and**



## Bletchley and Fenny Stratford Town Council

### **play session budget)**

It was RESOLVED to provide £3,604.53 from the Town Council to enable Youth Network MK's HAF programme to be open to children not in receipt of school free meals.

- CC23/24-19 **To note a report from MKPA on provision of play sessions during the Easter 2023 holidays**  
The report was noted and it was RESOLVED to review the service from MKPA after the summer sessions that have been scheduled.
- CC23/24-20 **To receive a report on arrangements for the Bletchley Big Street Eat**  
The community events and support services officer shared a report on this event and gave an update on plans for the day.
- CC23/24-21 **To review the calendar of remaining events for 2023/2024 and consider any changes**  
It was RESOLVED to note the calendar of events and no changes were made.
- CC23/24-22 **To consider the 2024/2025 events calendar**  
The draft 2024/2025 events calendar was noted and it was RESOLVED to consider new events that could be added to the programme and budgets that would be required for the next financial year.
- CC23/24-23 **To note progress with the Heritage Digital Trail**  
A funding application is in progress to secure a grant from the National Lottery Heritage Fund. Next steps to work with a third party will then be taken to research, build and deliver a digital heritage trail.

The meeting closed at 9.29 pm

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## Bletchley and Fenny Stratford Town Council

**Minutes of a meeting of the Environment and Planning Committee of Bletchley and Fenny Stratford Town Council held at Community Hall - Newton Leys Pavilion, Furzey Way, Newton Leys on Tuesday, 11th July, 2023 commencing at 7.30 pm**

**Present:** Cllrs K Ely, R Graham, R Haine, I Hussein, E Kelly-Wilson and E O'Rourke

**Absent:**

**Apologies:** Cllr A Palmer

**In attendance:** Will Allen (Environment and Premises Manager) (Clerk) and John Fairclough (Support Services Manager)

### Min Ref

- EPC23/24-14 **To note councillors' apologies for absence**  
It was RESOLVED to note the apologies as listed above
- EPC23/24-15 **To note councillor's declarations of interest in matters on the agenda**  
No declarations of interests were made.
- EPC23/24-16 **To approve the minutes of the last meeting of the committee**  
It was RESOLVED that the minutes of the meeting held on 16 May 2023 be approved as a correct record of proceedings.
- EPC23/24-17 **Public Speaking Time**  
There were no representations from members of the public.
- EPC23/24-18 **To review planning applications due for determination by Milton Keynes Council**
- EPC23/24-18i **23/01135/FUL - Travis Perkins 64-66 And 70 Simpson MK1 1BA - Full application for demolition of existing unit and the erection of 4 apartment blocks comprising 98 units with associated landscaping and parking**  
As noted on the agenda this item fell outside the remit of the committee because of its scale but was included in anticipation of a referral to full council on 25 July 2023. The application was discussed but officers were not asked to obtain any additional information.
- EPC23/24-18ii **23/01350/FUL - Wrights Vehicle Solutions Dane Road MK1 1JQ - Change of use from Sui Generis to B8 employment (storage and distribution) use with associated fenestration alterations and formalisation of parking**  
It was RESOLVED to make no comment on the proposed development.
- EPC23/24-19 **To consider any suggestions from members about projects for the 2024-25 Community Infrastructure Scheme to be approved on 25 July 2023 at full council**  
It was RESOLVED to recommend to full council that an application be made for community infrastructure funding towards the cost of solar panels at Newton Leys Pavilion.
- EPC23/24-20 **To receive an update report on preparations for delivery of landscaping services from 1 September 2023 and to consider any recommendations contained therein**  
It was RESOLVED to note the contents of the report which showed progress on key elements relating to the devolution of landscape maintenance to start in September



## Bletchley and Fenny Stratford Town Council

2023.

- EPC23/24-21 **To receive an update report on land transfer of football pitches at Newton Leys and plans for immediate maintenance of land and to consider alternative proposals for letting of the pitches**  
It was RESOLVED to note the contents of the pitch update report which included the incursion prevention measures planned, the means by which the pitches will be maintained and gave details of the interest received by clubs wishing to make use of the pitches. In addition, the report confirmed that the transfer of the pitches had completed on 23 June 2023.
- It was RESOLVED to continue to pursue interest from clubs and negotiate the best possible arrangement for the forthcoming season with a view to taking a proposal for decision at the full council meeting on 25 July 2023.**
- EPC23/24-22 **To receive a financial report showing income and expenditure against budget on matters falling within the committee's remit**  
It was RESOLVED that a report showing income and expenditure against budget circulated with the agenda be noted.
- EPC23/24-23 **To approve purchase of updated signage to be added to the fingerpost in Stannier Square and to approve purchase of additional signage to be displayed on Queensway indicating direction of Albert Street WCs**  
It was RESOLVED to purchase replacement and additional fingerpost signs directing members of the public to Albert Street Toilets from Broxap at a cost of £801. It was further RESOLVED to go ahead with purchase and installation of 6 signs from Source Graphics at a cost of £131.40, to be added to the rear of parking restriction signage on Queensway, directing members of the public to Albert Street Toilets.
- EPC23/24-24 **To receive an update report on allotment site occupancy and maintenance**  
It was RESOLVED that an update report on allotment site occupancy showing 8 vacant plots and 39 on the waiting list be noted.
- EPC23/24-25 **To note arrangements for issuing of allotment renewal notices 2023-24**  
It was RESOLVED to note the arrangements for allotment renewals from October 2023 which included a 10% increase to 33p per square metre as previously agreed at full council on 27 September 2022. Renewal notices would be sent out in the last week of August with payment required by 1 October 2023. Payments would be accepted by card or online and tenants would be offered the ability to sign tenancy agreements electronically using DocuSign software already in use by the council.

The meeting closed at 8.28 pm



Reply to: Nick Westlake  
E-mail: nick.westlake@milton-keynes.gov.uk  
Our Ref: 23/01135/FUL  
PP-12119833

Bletchley And Fenny Stratford Town Council,  
Sycamore House  
Drayton Road  
Bletchley  
Milton Keynes  
MK2 3RR

15th June 2023

Dear Sir/Madam,

**Town and Country Planning Act 1990 (As Amended)**

**Town and Country Planning (Development Management Procedure) Order 2015**

**Application no: 23/01135/FUL**

**Proposal: Full application for demolition of existing unit and the erection of 4 apartment blocks comprising 98 units with associated landscaping and parking**

**At: Travis Perkins 64-66 And 70 Simpson Road Bletchley Milton Keynes MK1 1BA**

I have received the above application which can be viewed via the Council's Public Access system using the link: <https://publicaccess2.milton-keynes.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RUP6VUKW0NW00>.

I would be grateful to receive any comments you may have about the proposal by **13th July 2023**. Any objections must form a material planning consideration and should you wish for the application to be referred to the Planning Committee/Panel for determination; an explicit request must be made to that effect. If no reply is received within this period the application may be decided without your comments.

Where a request to refer an application to Planning Committee/Panel has been received from a Parish or Town Council, an undertaking to attend the meeting to address the Committee/Panel is expected. Failure to attend a Planning Committee/Panel, following an undertaking to do so, on two occasions within a 6 month Period will result in;

Planning and Placemaking  
Civic, 1 Saxon Gate East, Central Milton Keynes, MK9 3EJ  
01908 691691  
[www.milton-keynes.gov.uk/planning-and-building](http://www.milton-keynes.gov.uk/planning-and-building)

- a. The Parish or Town Council being barred from requesting an application be referred to Planning Committee/Panel for a 3 month period from the date of the second incidence; and,
- b. Any applications within that Parish being determined in accordance with the Officer recommendation under delegated powers. This would also be for a concurrent 3 month period and would only take effect in cases where no other parties have lodged objections and requested the case be heard before a Planning Committee/Panel.

Yours faithfully,

**Nick Westlake**  
**Senior Planning Officer**



**Planning Service**  
 Civic Offices  
 1 Saxon Gate East  
 Central Milton Keynes, MK9 3EJ  
 01908 252358  
 dcadmin@milton-keynes.gov.uk

## Application for Planning Permission

### Town and Country Planning Act 1990 (as amended)

#### Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

### Site Location

**Disclaimer:** We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)	Northing (y)
<input type="text" value="488284"/>	<input type="text" value="234440"/>

Description

Former Travis Perkins building supplies unit and yard.

## Applicant Details

### Name/Company

Title

First name

Surname

Company Name

### Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Are you an agent acting on behalf of the applicant?

Yes

No

## Contact Details

Primary number

Secondary number

Fax number

Email address

## Agent Details

Name/Company

Title

First name

Surname

Company Name

## Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

MK12 5NF

## Contact Details

Primary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Secondary number

Fax number

Email address

\*\*\*\*\* REDACTED \*\*\*\*\*

## Site Area

What is the measurement of the site area? (numeric characters only).

6330.00

Unit

Sq. metres

## Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. [View government planning guidance on fire statements](#) or [access the fire statement template and guidance](#).
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or [view government planning guidance on determination periods](#).

### Description

Please describe details of the proposed development or works including any change of use

Full application for demolition of existing unit and the erection of 4 apartment blocks comprising 98 units with associated landscaping and parking.

Has the work or change of use already started?

- Yes  
 No

## Existing Use

Please describe the current use of the site

Vacant employment site. Please see Planning Statement.

Is the site currently vacant?

Yes

No

If Yes, please describe the last use of the site

Former Travis Perkins building supplies and yard. Please see Planning Statement.

When did this use end (if known)?

20/08/2019

**Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.**

Land which is known to be contaminated

Yes

No

Land where contamination is suspected for all or part of the site

Yes

No

A proposed use that would be particularly vulnerable to the presence of contamination

Yes

No

## Materials

Does the proposed development require any materials to be used externally?

Yes

No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

**Type:**

Walls

**Existing materials and finishes:**

Brick

**Proposed materials and finishes:**

Brick and timber

**Type:**

Roof

**Existing materials and finishes:**

Steel insulated roofing

**Proposed materials and finishes:**

Roof decks

Are you supplying additional information on submitted plans, drawings or a design and access statement?

Yes

No

If Yes, please state references for the plans, drawings and/or design and access statement

Please see Design and Access Statement and accompanying drawings.

## **Pedestrian and Vehicle Access, Roads and Rights of Way**

Is a new or altered vehicular access proposed to or from the public highway?

Yes

No

Is a new or altered pedestrian access proposed to or from the public highway?

Yes

No

Are there any new public roads to be provided within the site?

Yes

No

Are there any new public rights of way to be provided within or adjacent to the site?

Yes

No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

Yes

No

If you answered Yes to any of the above questions, please show details on your plans/drawings and state their reference numbers

New access and egress to the development from Simpson Road to Lock View Lane. New pedestrian accesses off both.

## **Vehicle Parking**

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

Yes

No



**Vehicle Type:**

Cars

**Existing number of spaces:**

10

**Total proposed (including spaces retained):**

141

**Difference in spaces:**

131

**Vehicle Type:**

Cycle spaces

**Existing number of spaces:**

0

**Total proposed (including spaces retained):**

100

**Difference in spaces:**

100

## Trees and Hedges

Are there trees or hedges on the proposed development site?

- Yes  
 No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

- Yes  
 No

**If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of the local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside the application. The local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.**

## Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's [Flood map for planning](#). You should also refer to national [standing advice](#) and your local planning authority requirements for information as necessary.)

- Yes  
 No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

- Yes  
 No

Will the proposal increase the flood risk elsewhere?

- Yes  
 No

How will surface water be disposed of?

Sustainable drainage system

Existing water course

Soakaway

Main sewer

Pond/lake

## Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species

Yes, on the development site

Yes, on land adjacent to or near the proposed development

No

b) Designated sites, important habitats or other biodiversity features

Yes, on the development site

Yes, on land adjacent to or near the proposed development

No

c) Features of geological conservation importance

Yes, on the development site

Yes, on land adjacent to or near the proposed development

No

### Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

## Foul Sewage

Please state how foul sewage is to be disposed of:

Mains sewer

Septic tank

Package treatment plant

Cess pit

Other

Unknown

Are you proposing to connect to the existing drainage system?

Yes

No

Unknown

If Yes, please include the details of the existing system on the application drawings and state the plan(s)/drawing(s) references

Please see accompanying SuDS Report.

## Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

- Yes  
 No

If Yes, please provide details:

Refuse stores on Simpson Road.

Have arrangements been made for the separate storage and collection of recyclable waste?

- Yes  
 No

If Yes, please provide details:

Within refuses stores in designated collection bins.

## Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

- Yes  
 No

## Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

- Yes  
 No

**Please note: This question is based on the current housing categories and types specified by government.**

If your application was started before 23 May 2020, the categories and types shown in this question will now have changed. We recommend that you review any information provided to ensure it is correct before the application is submitted.

## Proposed

Please select the housing categories that are relevant to the proposed units

- Market Housing  
 Social, Affordable or Intermediate Rent  
 Affordable Home Ownership  
 Starter Homes  
 Self-build and Custom Build

## Market Housing

Please specify each type of housing and number of units proposed

<b>Housing Type:</b> Flats / Maisonettes
<b>1 Bedroom:</b> 34
<b>2 Bedroom:</b> 42
<b>3 Bedroom:</b> 2
<b>4+ Bedroom:</b> 0
<b>Unknown Bedroom:</b> 0
<b>Total:</b> 78

Proposed Market Housing Category Totals	1 Bedroom Total	2 Bedroom Total	3 Bedroom Total	4+ Bedroom Total	Unknown Bedroom Total	Bedroom Total
	34	42	2	0	0	78

## Affordable Home Ownership

Please specify each type of housing and number of units proposed

<b>Housing Type:</b> Flats / Maisonettes
<b>1 Bedroom:</b> 9
<b>2 Bedroom:</b> 11
<b>3 Bedroom:</b> 0
<b>4+ Bedroom:</b> 0
<b>Unknown Bedroom:</b> 0
<b>Total:</b> 20

Proposed Affordable Housing Category Totals	1 Bedroom Total	2 Bedroom Total	3 Bedroom Total	4+ Bedroom Total	Unknown Bedroom Total	Bedroom Total
	9	11	0	0	0	20

## Existing

Please select the housing categories for any existing units on the site

- Market Housing  
 Social, Affordable or Intermediate Rent  
 Affordable Home Ownership  
 Starter Homes  
 Self-build and Custom Build

## Totals

Total proposed residential units	98
Total existing residential units	0
Total net gain or loss of residential units	98

## All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?  
Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

- Yes  
 No

Please add details of the Use Classes and floorspace.

**Following changes to Use Classes on 1 September 2020: The list includes the now revoked Use Classes A1-5, B1, and D1-2 that should not be used in most cases. Also, the list does not include the newly introduced Use Classes E and F1-2. To provide details in relation to these or any 'Sui Generis' use, select 'Other' and specify the use where prompted. Multiple 'Other' options can be added to cover each individual use. [View further information on Use Classes.](#)**

### Use Class:

B8 - Storage or distribution

### Existing gross internal floorspace (square metres):

1800

### Gross internal floorspace to be lost by change of use or demolition (square metres):

1800

### Total gross new internal floorspace proposed (including changes of use) (square metres):

0

### Net additional gross internal floorspace following development (square metres):

-1800

Totals	Existing gross internal floorspace (square metres)	Gross internal floorspace to be lost by change of use or demolition (square metres)	Total gross new internal floorspace proposed (including changes of use) (square metres)	Net additional gross internal floorspace following development (square metres)
	1800	1800	0	-1800

## Loss or gain of rooms

For hotels, residential institutions and hostels please additionally indicate the loss or gain of rooms:

## Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

- Yes  
 No

## Hours of Opening

Are Hours of Opening relevant to this proposal?

- Yes  
 No

## Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

- Yes  
 No

Is the proposal for a waste management development?

- Yes  
 No

## Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

- Yes  
 No

## Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- Yes  
 No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- The agent  
 The applicant  
 Other person

## Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- Yes  
 No

If Yes, please complete the following information that you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

First Name

Surname

Reference

Date (must be pre-application submission)

Details of the pre-application advice received

## Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- Yes  
 No

## Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

- Yes  
 No

Is any of the land to which the application relates part of an Agricultural Holding?

Yes

No

## Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner\* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding\*\*

\* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

\*\* "agricultural holding" has the meaning given by reference to the definition of "agricultural tenant" in section 65(8) of the Act.

**NOTE:** You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person Role

The Applicant

The Agent

Title

First Name

Surname

Declaration Date

Declaration made

## Declaration

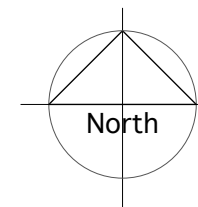
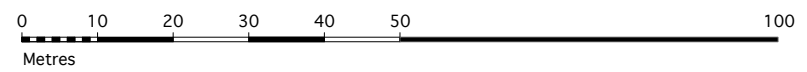
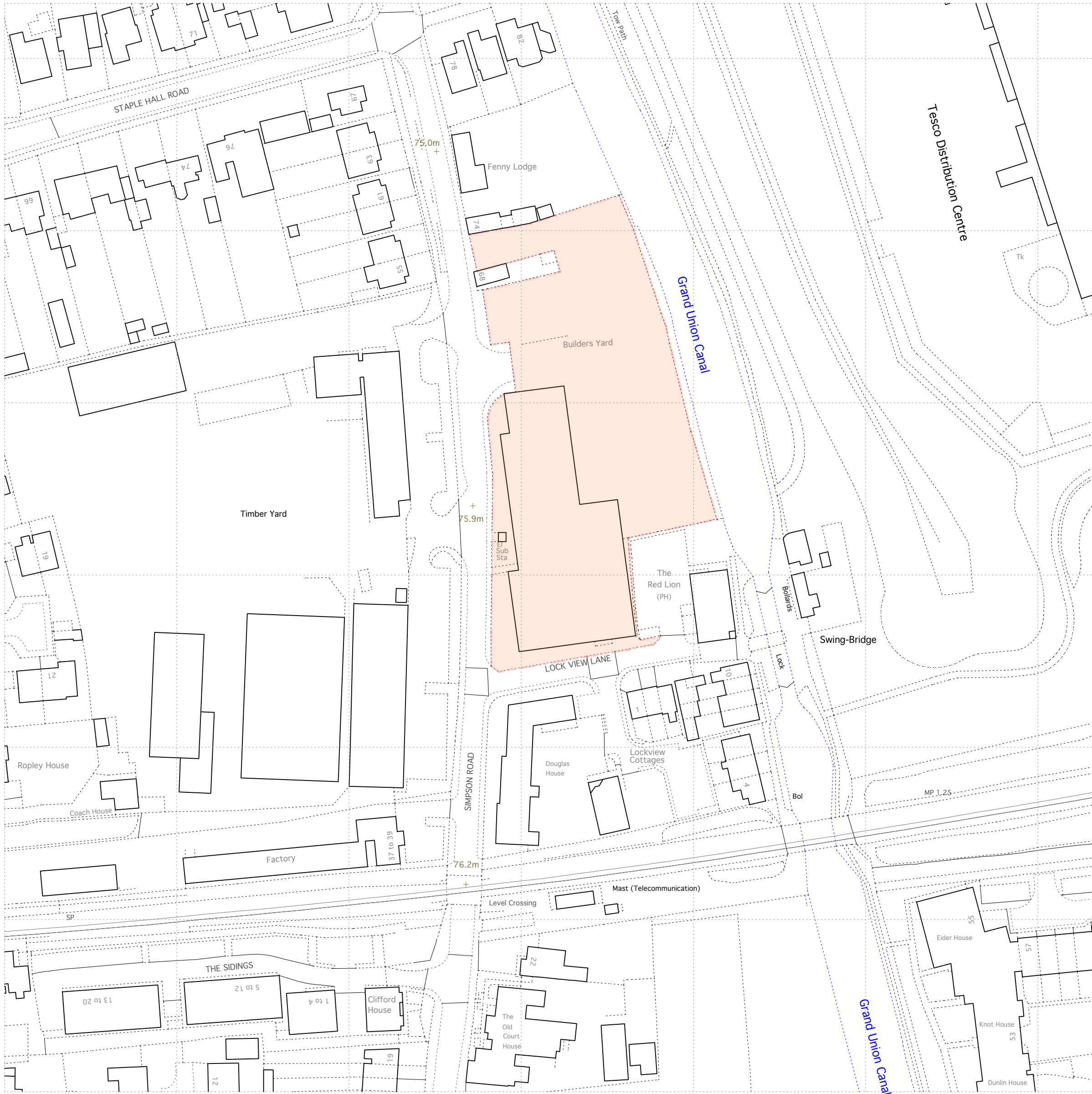
I / We hereby apply for Full planning permission as described in this form and accompanying plans/drawings and additional information. I / We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine options of the persons giving them. I / We also accept that: Once submitted, this information will be transmitted to the Local Planning Authority and, once validated by them, be made available as part of a public register and on the authority's website; our system will automatically generate and send you emails in regard to the submission of this application.

I / We agree to the outlined declaration

Signed

Date





## LOCATION PLAN

Site area: 6,330 sqm  
0.633 ha

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Reply to: Robert Brigden  
E-mail: robert.brigden@milton-keynes.gov.uk  
Our Ref: 22/00524/OUTEIS  
PP-11024073

Bletchley And Fenny Stratford Town Council,  
Sycamore House  
Drayton Road  
Bletchley  
Milton Keynes  
MK2 3RR

17th May 2023

Dear Sir/Madam,

**Town and Country Planning Act 1990 (As Amended)**

**Town and Country Planning (Development Management Procedure) Order 2015**

**Application no: 22/00524/OUTEIS**

**Proposal: Outline application (matters of principle and access to be considered with matters of layout, scale, appearance and landscaping reserved for later consideration) for a Mixed-use urban extension comprising up to 1920 units of residential development, secondary and primary schools, local centre (including retail, commercial and community uses), landscaped green infrastructure and public open space, access roads and associated highways improvements, surface water drainage and associated infrastructure works.**

**At: Land Forming Part South East Milton Keynes Strategic Urban Extension South of Milton Keynes North of Bow Brickhill, North of Bow Brickhill Road And Woburn Sands Road Milton Keynes**

I have received the above application which can be viewed via the Council's Public Access system using the link: <https://publicaccess2.milton-keynes.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R84C93KWLWK00> .

I would be grateful to receive any comments you may have about the proposal by **14th June 2023**. Any objections must form a material planning consideration and should you wish for the application to be referred to the Planning Committee/Panel for determination; an explicit request must be made to that effect. If no reply is received within this period the application may be decided without your comments.

Planning and Placemaking  
Civic, 1 Saxon Gate East, Central Milton Keynes, MK9 3EJ  
01908 691691  
[www.milton-keynes.gov.uk/planning-and-building](http://www.milton-keynes.gov.uk/planning-and-building)

Where a request to refer an application to Planning Committee/Panel has been received from a Parish or Town Council, an undertaking to attend the meeting to address the Committee/Panel is expected. Failure to attend a Planning Committee/Panel, following an undertaking to so do, on two occasions within a 6 month Period will result in;

- a. The Parish or Town Council being barred from requesting an application be referred to Planning Committee/Panel for a 3 month period from the date of the second incidence; and,
- b. Any applications within that Parish being determined in accordance with the Officer recommendation under delegated powers. This would also be for a concurrent 3 month period and would only take effect in cases where no other parties have lodged objections and requested the case be heard before a Planning Committee/Panel.

Yours faithfully,

**Robert Brigden**  
**Principal Planning Officer**



# UPDATED APRIL 2023

**Planning Service**  
 Civic Offices  
 1 Saxon Gate East  
 Central Milton Keynes, MK9 3EJ  
 01908 252358  
 dcadmin@milton-keynes.gov.uk

Application for Outline Planning Permission with some matters reserved

Town and Country Planning Act 1990 (as amended)

**Publication of applications on planning authority websites**

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

## Site Location

**Disclaimer:** We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Land forming part South East Milton Keynes Strategic Urban Extension

Address Line 1

South of Milton Keynes

Address Line 2

North of Bow Brickhill, North of Bow Brickhill Road and Woburn Sands Road

Address Line 3

Town/city

Milton Keynes

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)

490583

Northing (y)

235381

Description

## Applicant Details

### Name/Company

Title

First name

Surname

Company Name

### Address

Address line 1

Address line 2

Address line 3

Town/City

Country

Postcode

Are you an agent acting on behalf of the applicant?

Yes

No

### Contact Details

Primary number

Secondary number

Fax number

Email address

## Agent Details

### Name/Company

Title

First name

Surname

Company Name

### Address

Address line 1

Address line 2

Address line 3

Town/City

Country

Postcode

### Contact Details

Primary number

Secondary number

Fax number

Email address

## Description of the Proposal

Please indicate all those matters for which approval is sought as part of this outline application (tick all that apply)

- Access
- Appearance
- Landscaping
- Layout
- Scale

Note: if this application is approved, the matters not determined as part of this application will need to be the subject of an "Application for approval of reserved matters" before the development may proceed.

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. [View government planning guidance on fire statements](#) or [access the fire statement template and guidance](#).
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or [view government planning guidance on determination periods](#).

### Description

Please describe the proposed development

Mixed-use urban extension comprising residential development, secondary and primary schools, local centre (including retail, commercial and community uses), landscaped green infrastructure and public open space, access roads and associated highways improvements, surface water drainage and associated infrastructure works (All matters reserved except the principal accesses into the development).

Has the work already been started without planning permission?

- Yes
- No

## Site Area

What is the measurement of the site area? (numeric characters only).

Unit

## Existing Use

Please describe the current use of the site



Agricultural land and ancillary buildings, equestrian and associated buildings and single dwelling

Is the site currently vacant?

- Yes  
 No

**Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.**

Land which is known to be contaminated

- Yes  
 No

Land where contamination is suspected for all or part of the site

- Yes  
 No

A proposed use that would be particularly vulnerable to the presence of contamination

- Yes  
 No

## Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway?

- Yes  
 No

Is a new or altered pedestrian access proposed to or from the public highway?

- Yes  
 No

Are there any new public roads to be provided within the site?

- Yes  
 No

Are there any new public rights of way to be provided within or adjacent to the site?

- Yes  
 No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

- Yes  
 No

If you answered Yes to any of the above questions, please show details on your plans/drawings and state their reference numbers

Please see accompanying letter and Planning Application Submission Summary List which explains and summarises the entire application submission

## Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

- Yes  
 No

**Vehicle Type:**

Cars

**Existing number of spaces:**

20

**Total proposed (including spaces retained):**

3400

**Difference in spaces:**

3380

## Materials

Does the proposed development require any materials to be used externally?

Yes

No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

**Type:**

Other

**Other (please specify):**

General

**Existing materials and finishes:**

N/A

**Proposed materials and finishes:**

Please see Design and Access Statement - outline details at this stage

Are you supplying additional information on submitted plans, drawings or a design and access statement?

Yes

No

If Yes, please state references for the plans, drawings and/or design and access statement

Please see accompanying letter and Planning Application Submission Summary for full details of application submission

## Foul Sewage

Please state how foul sewage is to be disposed of:

Mains sewer

Septic tank

Package treatment plant

Cess pit

Other

Unknown

Are you proposing to connect to the existing drainage system?

- Yes  
 No  
 Unknown

If Yes, please include the details of the existing system on the application drawings and state the plan(s)/drawing(s) references

See Flood Risk Assessment and Drainage Strategy, Appendix 11.1 to Environmental Statement

## Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's [Flood map for planning](#). You should also refer to national [standing advice](#) and your local planning authority requirements for information as necessary.)

- Yes  
 No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

- Yes  
 No

Will the proposal increase the flood risk elsewhere?

- Yes  
 No

How will surface water be disposed of?

- Sustainable drainage system  
 Existing water course  
 Soakaway  
 Main sewer  
 Pond/lake

## Trees and Hedges

Are there trees or hedges on the proposed development site?

- Yes  
 No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

- Yes  
 No

**If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of the local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside the application. The local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.**

## Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species

- Yes, on the development site  
 Yes, on land adjacent to or near the proposed development  
 No

b) Designated sites, important habitats or other biodiversity features

- Yes, on the development site  
 Yes, on land adjacent to or near the proposed development  
 No

c) Features of geological conservation importance

- Yes, on the development site  
 Yes, on land adjacent to or near the proposed development  
 No

### Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

## Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

- Yes  
 No

Have arrangements been made for the separate storage and collection of recyclable waste?

- Yes  
 No

## Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

- Yes  
 No

**Please note: This question is based on the current housing categories and types specified by government.**

If your application was started before 23 May 2020, the categories and types shown in this question will now have changed. We recommend that you review any information provided to ensure it is correct before the application is submitted.

# Proposed

Please select the housing categories that are relevant to the proposed units

- Market Housing
- Social, Affordable or Intermediate Rent
- Affordable Home Ownership
- Starter Homes
- Self-build and Custom Build

## Market Housing

Please specify each type of housing and number of units proposed

<b>Housing Type:</b> Houses
<b>1 Bedroom:</b> 0
<b>2 Bedroom:</b> 146
<b>3 Bedroom:</b> 741
<b>4+ Bedroom:</b> 411
<b>Unknown Bedroom:</b> 0
<b>Total:</b> 1298
<b>Housing Type:</b> Flats / Maisonettes
<b>1 Bedroom:</b> 13
<b>2 Bedroom:</b> 13
<b>3 Bedroom:</b> 0
<b>4+ Bedroom:</b> 0
<b>Unknown Bedroom:</b> 0
<b>Total:</b> 26

Proposed Market Housing Category Totals	1 Bedroom Total	2 Bedroom Total	3 Bedroom Total	4 Bedroom Total	Unknown Bedroom Total	Bedroom Total
	13	159	741	411	0	1324

# Social, Affordable or Intermediate Rent

Please specify each type of housing and number of units proposed

## Housing Type:

Houses

### 1 Bedroom:

0

### 2 Bedroom:

196

### 3 Bedroom:

220

### 4+ Bedroom:

66

### Unknown Bedroom:

0

### Total:

484

## Housing Type:

Flats / Maisonettes

### 1 Bedroom:

60

### 2 Bedroom:

54

### 3 Bedroom:

0

### 4+ Bedroom:

0

### Unknown Bedroom:

0

### Total:

114

## Proposed Social, Affordable or Intermediate Rent Category Totals

1 Bedroom  
Total

60

2 Bedroom  
Total

250

3 Bedroom  
Total

220

4 Bedroom  
Total

66

Unknown  
Bedroom Total

0

Bedroom Total

596

# Affordable Home Ownership

Please specify each type of housing and number of units proposed

<b>Housing Type:</b> Other
<b>1 Bedroom:</b> 0
<b>2 Bedroom:</b> 0
<b>3 Bedroom:</b> 0
<b>4+ Bedroom:</b> 0
<b>Unknown Bedroom:</b> 0
<b>Total:</b> 0

<b>Proposed Affordable Housing Category Totals</b>	1 Bedroom Total	2 Bedroom Total	3 Bedroom Total	4 Bedroom Total	Unknown Bedroom Total	Bedroom Total
	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

## Existing

Please select the housing categories for any existing units on the site

- Market Housing
- Social, Affordable or Intermediate Rent
- Affordable Home Ownership
- Starter Homes
- Self-build and Custom Build

## Market Housing

Please specify each existing type of housing and number of units on the site

<b>Housing Type:</b> Houses
<b>1 Bedroom:</b> 0
<b>2 Bedroom:</b> 0
<b>3 Bedroom:</b> 1
<b>4+ Bedroom:</b> 0
<b>Unknown Bedroom:</b> 0
<b>Total:</b> 1

Existing Market Housing Category Totals	1 Bedroom Total	2 Bedroom Total	3 Bedroom Total	4 Bedroom Total	Unknown Bedroom Total	Bedroom Total
	0	0	1	0	0	1

## Totals

Total proposed residential units	1921
Total existing residential units	1
Total net gain or loss of residential units	1920

## All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?  
 Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

- Yes
- No



Following changes to Use Classes on 1 September 2020: The list includes the now revoked Use Classes A1-5, B1, and D1-2 that should not be used in most cases. Also, the list does not include the newly introduced Use Classes E and F1-2. To provide details in relation to these or any 'Sui Generis' use, select 'Other' and specify the use where prompted. Multiple 'Other' options can be added to cover each individual use. [View further information on Use Classes.](#)

**Use Class:**

Other (Please specify)

**Other (Please specify):**

Mixed Use Classes E/Sui Generis Local Centre (See Application Summary Proposals Table)

**Existing gross internal floorspace (square metres):**

0

**Gross internal floorspace to be lost by change of use or demolition (square metres):**

0

**Total gross new internal floorspace proposed (including changes of use) (square metres):**

3000

**Net additional gross internal floorspace following development (square metres):**

3000

**Use Class:**

Other (Please specify)

**Other (Please specify):**

Nursery E(f) Local Centre (See Application Summary Proposals Table)

**Existing gross internal floorspace (square metres):**

0

**Gross internal floorspace to be lost by change of use or demolition (square metres):**

0

**Total gross new internal floorspace proposed (including changes of use) (square metres):**

500

**Net additional gross internal floorspace following development (square metres):**

500

**Use Class:**

Other (Please specify)

**Other (Please specify):**

Community F2 Local Centre (See Application Summary Proposals Table)

**Existing gross internal floorspace (square metres):**

0

**Gross internal floorspace to be lost by change of use or demolition (square metres):**

0

**Total gross new internal floorspace proposed (including changes of use) (square metres):**

500

**Net additional gross internal floorspace following development (square metres):**

500

Totals	Existing gross internal floorspace (square metres)	Gross internal floorspace to be lost by change of use or demolition (square metres)	Total gross new internal floorspace proposed (including changes of use) (square metres)	Net additional gross internal floorspace following development (square metres)
	0	0	4000	4000

Loss or gain of rooms

For hotels, residential institutions and hostels please additionally indicate the loss or gain of rooms:

## Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

- Yes  
 No

## Existing Employees

Please complete the following information regarding existing employees:

Full-time

Part-time

Total full-time equivalent

## Proposed Employees

If known, please complete the following information regarding proposed employees:

Full-time

Part-time

Total full-time equivalent

## Hours of Opening

Are Hours of Opening relevant to this proposal?

- Yes  
 No

## Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

- Yes  
 No

Is the proposal for a waste management development?

- Yes  
 No

## Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

- Yes  
 No

## Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

- Yes  
 No

## Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- Yes  
 No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- The agent  
 The applicant  
 Other person

## Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- Yes  
 No

**If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):**

Officer name:

Title

First Name

Surname

Reference

Date (must be pre-application submission)

Details of the pre-application advice received

## Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- Yes
- No

## Ownership Certificates and Agricultural Land Declaration

### Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

- Yes
- No

Can you give appropriate notice to all the other owners/agricultural tenants? (Select 'Yes' if there are no other owners/agricultural tenants)

- Yes
- No

## Certificate Of Ownership - Certificate B

I certify/ The applicant certifies that:

- I have/The applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner\* and/or agricultural tenant\*\* of any part of the land or building to which this application relates; or
- The applicant is the sole owner of all the land or buildings to which this application relates and there are no other owners\* and/or agricultural tenants\*\*.

\* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

\*\* "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990

**Name of Owner/Agricultural Tenant:**

[REDACTED]

**House name:**

**Number:**

29

**Suffix:**

**Address line 1:**

Perracombe

**Address Line 2:**

Furzton

**Town/City:**

Milton Keynes

**Postcode:**

MK4 1EP

**Date notice served (DD/MM/YYYY):**

28/02/2022

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

[REDACTED]

**House name:**

Cromwell Stables

**Number:**

**Suffix:**

**Address line 1:**

Woburn Sands Road

**Address Line 2:**

**Town/City:**

Bow Brickhill

**Postcode:**

MK17 9RD

**Date notice served (DD/MM/YYYY):**

28/02/2022

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

[REDACTED]

**House name:**

**Number:**

33

**Suffix:**

**Address line 1:**

Greenways

**Address Line 2:**

Bow Brickhill

**Town/City:**

Milton Keynes

**Postcode:**

MK17 9JP

**Date notice served (DD/MM/YYYY):**

28/02/2022

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

[REDACTED]

**House name:**

**Number:**

22

**Suffix:**

**Address line 1:**

Greenways

**Address Line 2:**

Bow Brickhill

**Town/City:**

Milton Keynes

**Postcode:**

MK17 9JP

**Date notice served (DD/MM/YYYY):**

28/02/2022

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

[REDACTED]

**House name:**

Victoria House

**Number:**

**Suffix:**

**Address line 1:**

Lillingstone Road

**Address Line 2:**

Akeley

**Town/City:**

Buckingham

**Postcode:**

MK17 8SG

**Date notice served (DD/MM/YYYY):**

28/02/2022

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

[REDACTED]

**House name:**

Brick House 150A

**Number:**

**Suffix:**

**Address line 1:**

Station Road

**Address Line 2:**

Woburn Sands

**Town/City:**

Milton Keynes

**Postcode:**

MK17 8SG

**Date notice served (DD/MM/YYYY):**

28/02/2022

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

**House name:**

**Number:**

3

**Suffix:**

**Address line 1:**

Woburn Sands Road

**Address Line 2:**

Bow Brickhill

**Town/City:**

Milton Keynes

**Postcode:**

MK17 8SG

**Date notice served (DD/MM/YYYY):**

28/02/2022

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

**House name:**

**Number:**

59

**Suffix:**

**Address line 1:**

Union Street

**Address Line 2:**

Dunstable

**Town/City:**

Bedfordshire

**Postcode:**

LU6 1EX

**Date notice served (DD/MM/YYYY):**

28/02/2022

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

**House name:**

Bellow Hill Stud

**Number:**

31

**Suffix:**

**Address line 1:**

Station Road

**Address Line 2:**

Bow Brickhill

**Town/City:**

Milton Keynes

**Postcode:**

MK17 9JU

**Date notice served (DD/MM/YYYY):**

28/02/2022

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

**House name:**

**Number:**

3

**Suffix:**

**Address line 1:**

Station Road

**Address Line 2:**

Bow Brickhill

**Town/City:**

Milton Keynes

**Postcode:**

MK17 9JN

**Date notice served (DD/MM/YYYY):**

28/02/2022

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

**House name:**

Bellow Hill Farm

**Number:**

**Suffix:**

**Address line 1:**

Woburn Sands Road

**Address Line 2:**

Bow Brickhill

**Town/City:**

Milton Keynes

**Postcode:**

MK17 9JY

**Date notice served (DD/MM/YYYY):**

28/02/2022

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

**House name:**

**Number:**



**Suffix:**

**Address line 1:**

Hill Crescent

**Address Line 2:**

Brogborough

**Town/City:**

Bedfordshire

**Postcode:**

MK43 0YB

**Date notice served (DD/MM/YYYY):**

28/02/2022

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

[REDACTED]

**House name:**

**Number:**

54

**Suffix:**

**Address line 1:**

Little Horwood Road

**Address Line 2:**

Great Horwood

**Town/City:**

Buckinghamshire

**Postcode:**

MK17 0QE

**Date notice served (DD/MM/YYYY):**

28/02/2022

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

[REDACTED]

**House name:**

Civic Offices

**Number:**

1

**Suffix:**

**Address line 1:**

Saxon Gate East

**Address Line 2:**

**Town/City:**

Central Milton Keynes

**Postcode:**

MK9 3EJ

**Date notice served (DD/MM/YYYY):**

28/02/2022

**Person Family Name:**

Person Role

The Applicant

The Agent

Title

Mr

First Name

Jason

Surname

Tait

Declaration Date

28/02/2022

Declaration made

## Declaration

I / We hereby apply for Outline planning permission: Some matters reserved as described in this form and accompanying plans/drawings and additional information. I / We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine options of the persons giving them. I / We also accept that: Once submitted, this information will be transmitted to the Local Planning Authority and, once validated by them, be made available as part of a public register and on the authority's website; our system will automatically generate and send you emails in regard to the submission of this application.

I / We agree to the outlined declaration

Signed


Jason Tait

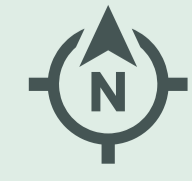
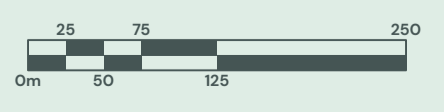
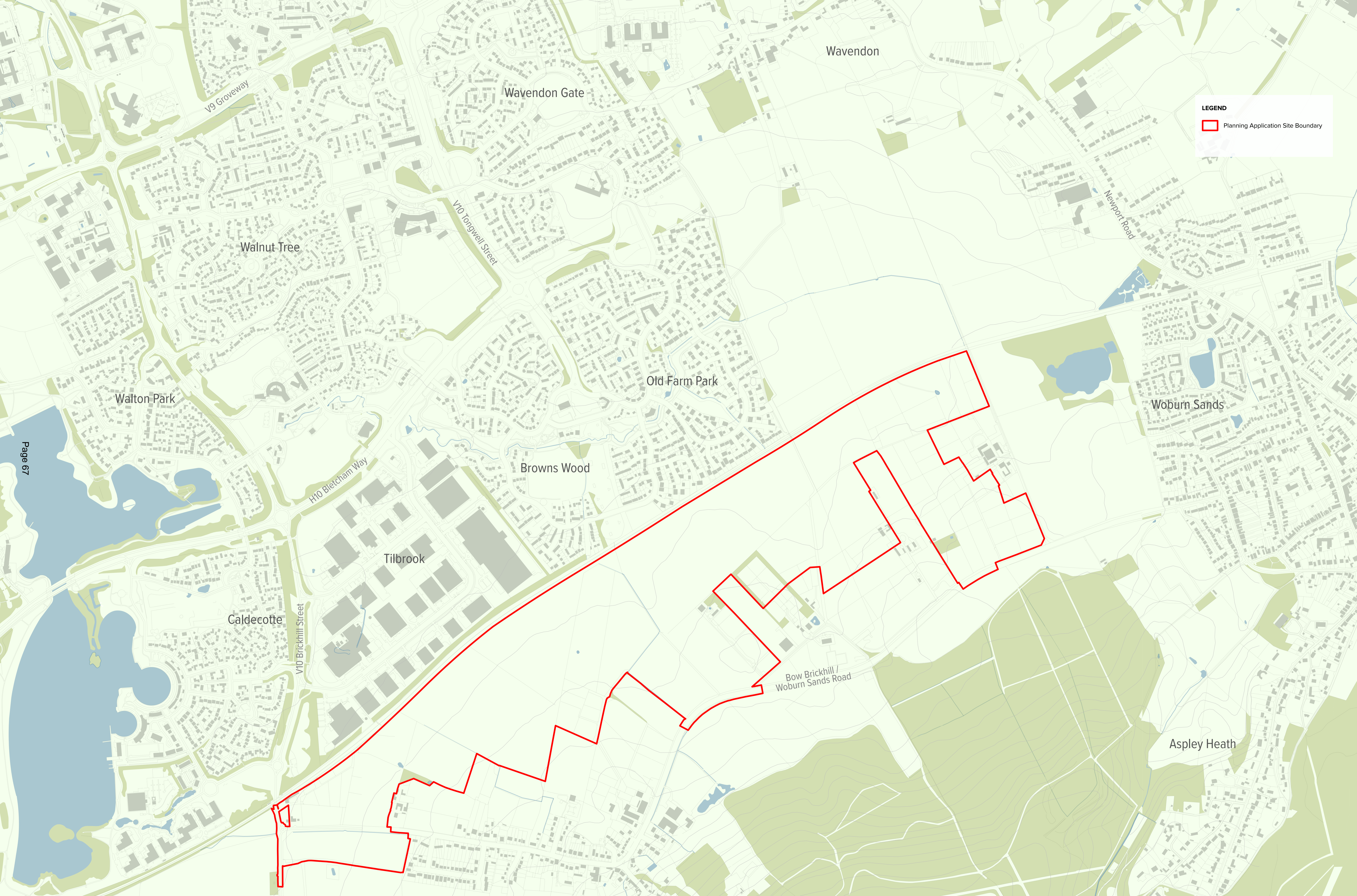
Date

27/04/2023



**LEGEND**

 Planning Application Site Boundary





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Reply to: Hannah Hayward  
E-mail: hannah.hayward@milton-keynes.gov.uk  
Our Ref: 23/01464/HOU  
PP-12276361

Bletchley And Fenny Stratford Town Council,  
Sycamore House  
Drayton Road  
Bletchley  
Milton Keynes  
MK2 3RR

3rd July 2023

Dear Sir/Madam,

**Town and Country Planning Act 1990 (As Amended)**  
**Town and Country Planning (Development Management Procedure) Order 2015**  
**Application no: 23/01464/HOU**  
**Proposal: Removal of existing shed and replaced with a ancillary accommodation**  
**At: 12 Montserrat Court Newton Leys Milton Keynes MK3 5PR**

I have received the above application which can be viewed via the Council's Public Access system using the link: <https://publicaccess2.milton-keynes.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RX009EKWJ4G00> .

I would be grateful to receive any comments you may have about the proposal by **31st July 2023**. Any objections must form a material planning consideration and should you wish for the application to be referred to the Planning Committee/Panel for determination; an explicit request must be made to that effect. If no reply is received within this period the application may be decided without your comments.

Where a request to refer an application to Planning Committee/Panel has been received from a Parish or Town Council, an undertaking to attend the meeting to address the Committee/Panel is expected. Failure to attend a Planning Committee/Panel, following an undertaking to so do, on two occasions within a 6 month Period will result in;

- a. The Parish or Town Council being barred from requesting an application be referred to Planning Committee/Panel for a 3 month period from the date of the second incidence; and,

Planning and Placemaking  
Civic, 1 Saxon Gate East, Central Milton Keynes, MK9 3EJ  
01908 691691  
[www.milton-keynes.gov.uk/planning-and-building](http://www.milton-keynes.gov.uk/planning-and-building)

- b. Any applications within that Parish being determined in accordance with the Officer recommendation under delegated powers. This would also be for a concurrent 3 month period and would only take effect in cases where no other parties have lodged objections and requested the case be heard before a Planning Committee/Panel.

Yours faithfully,

**Hannah Hayward**  
**Planning Officer**



# Milton Keynes City Council

Householder Application for Planning Permission for works or extension to a dwelling

Town and Country Planning Act 1990 (as amended)

## Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

## Site Location

**Disclaimer:** We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)  Northing (y)

Description

## Applicant Details

### Name/Company

Title

Mrs

First name

Jess

Surname

Sankomah

Company Name

### Address

Address line 1

12 Montserrat Court

Address line 2

Newton Leys

Address line 3

Town/City

Milton Keynes

County

Milton Keynes

Country

Postcode

MK3 5PR

Are you an agent acting on behalf of the applicant?

Yes

No

### Contact Details

Primary number

\*\*\*\*\* REDACTED \*\*\*\*\*



Secondary number

Fax number

Email address

## Agent Details

### Name/Company

Title

First name

Surname

Company Name

### Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

## Contact Details

Primary number

\*\*\*\* REDACTED \*\*\*\*

Secondary number

Fax number

Email address

\*\*\*\* REDACTED \*\*\*\*

## Description of Proposed Works

Please describe the proposed works

Removal of existing shed and  
replaced with a ancillary accommodation under the 2.5mm Height

Has the work already been started without consent?

- Yes  
 No

## Materials

Does the proposed development require any materials to be used externally?

- Yes  
 No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

**Type:**

Walls

**Existing materials and finishes:**

**Proposed materials and finishes:**

UPVC External Cladding - Colour to be confirmed

**Type:**

Roof

**Existing materials and finishes:**

**Proposed materials and finishes:**

Grey Roof Covering Single Ply Membrane - Flat roof

**Type:**

Windows

**Existing materials and finishes:**

**Proposed materials and finishes:**

White UPVC Window & Door Frames

Are you supplying additional information on submitted plans, drawings or a design and access statement?

Yes

No

## Trees and Hedges

Are there any trees or hedges on the property or on adjoining properties which are within falling distance of the proposed development?

Yes

No

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?

Yes

No

## Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle access proposed to or from the public highway?

Yes

No

Is a new or altered pedestrian access proposed to or from the public highway?

Yes

No

Do the proposals require any diversions, extinguishment and/or creation of public rights of way?

Yes

No

## Parking

Will the proposed works affect existing car parking arrangements?

- Yes  
 No

## Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- Yes  
 No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- The agent  
 The applicant  
 Other person

## Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- Yes  
 No

## Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff  
(b) an elected member  
(c) related to a member of staff  
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- Yes  
 No

## Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

- Yes  
 No

Is any of the land to which the application relates part of an Agricultural Holding?

Yes

No

## Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner\* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding\*\*

\* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

\*\* "agricultural holding" has the meaning given by reference to the definition of "agricultural tenant" in section 65(8) of the Act.

**NOTE:** You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person Role

The Applicant

The Agent

Title

Mrs

First Name

Jess

Surname

Sankomah

Declaration Date

29/06/2023

Declaration made

## Declaration

I / We hereby apply for Householder planning permission as described in this form and accompanying plans/drawings and additional information. I / We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine options of the persons giving them. I / We also accept that: Once submitted, this information will be transmitted to the Local Planning Authority and, once validated by them, be made available as part of a public register and on the authority's website; our system will automatically generate and send you emails in regard to the submission of this application.

I / We agree to the outlined declaration

Signed

Dean Maisey

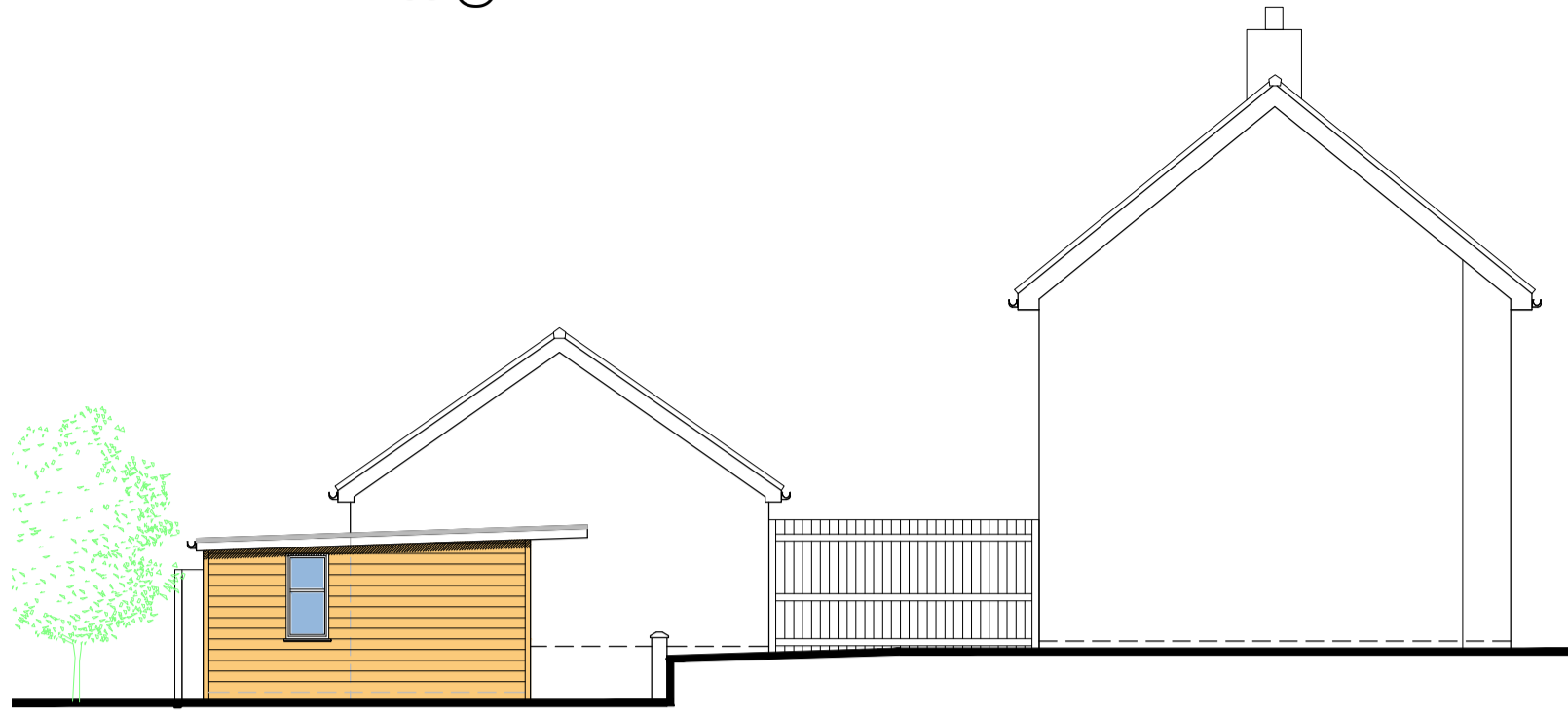
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29/06/2023

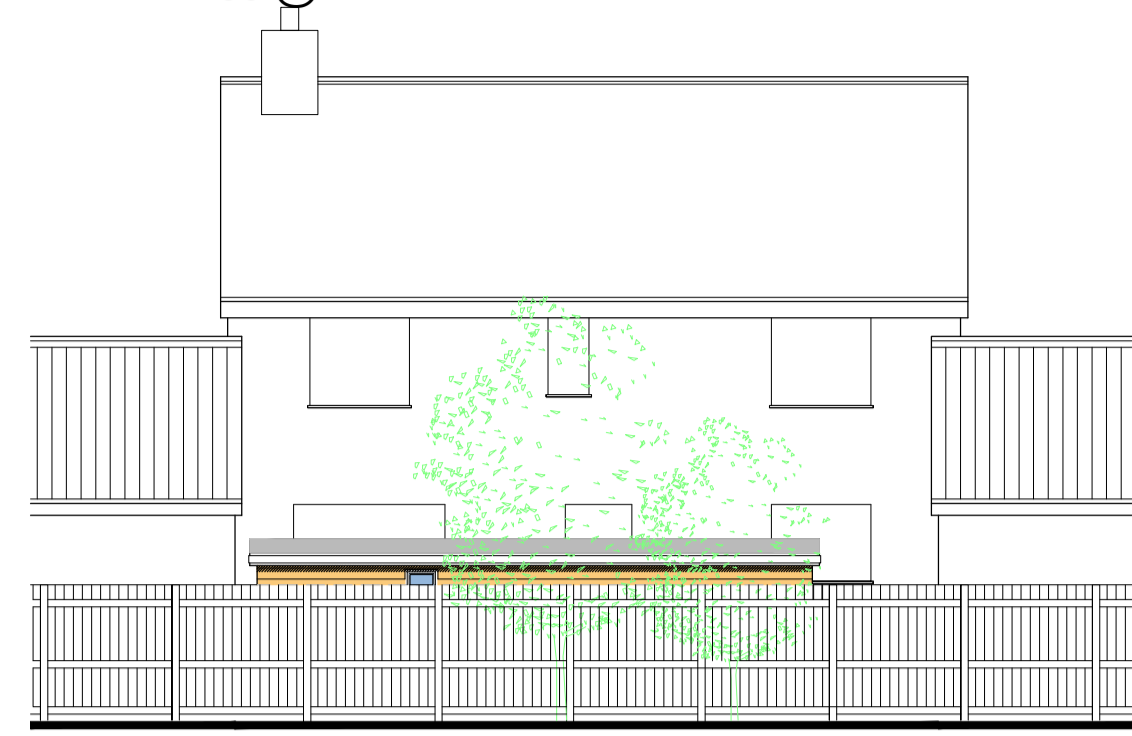
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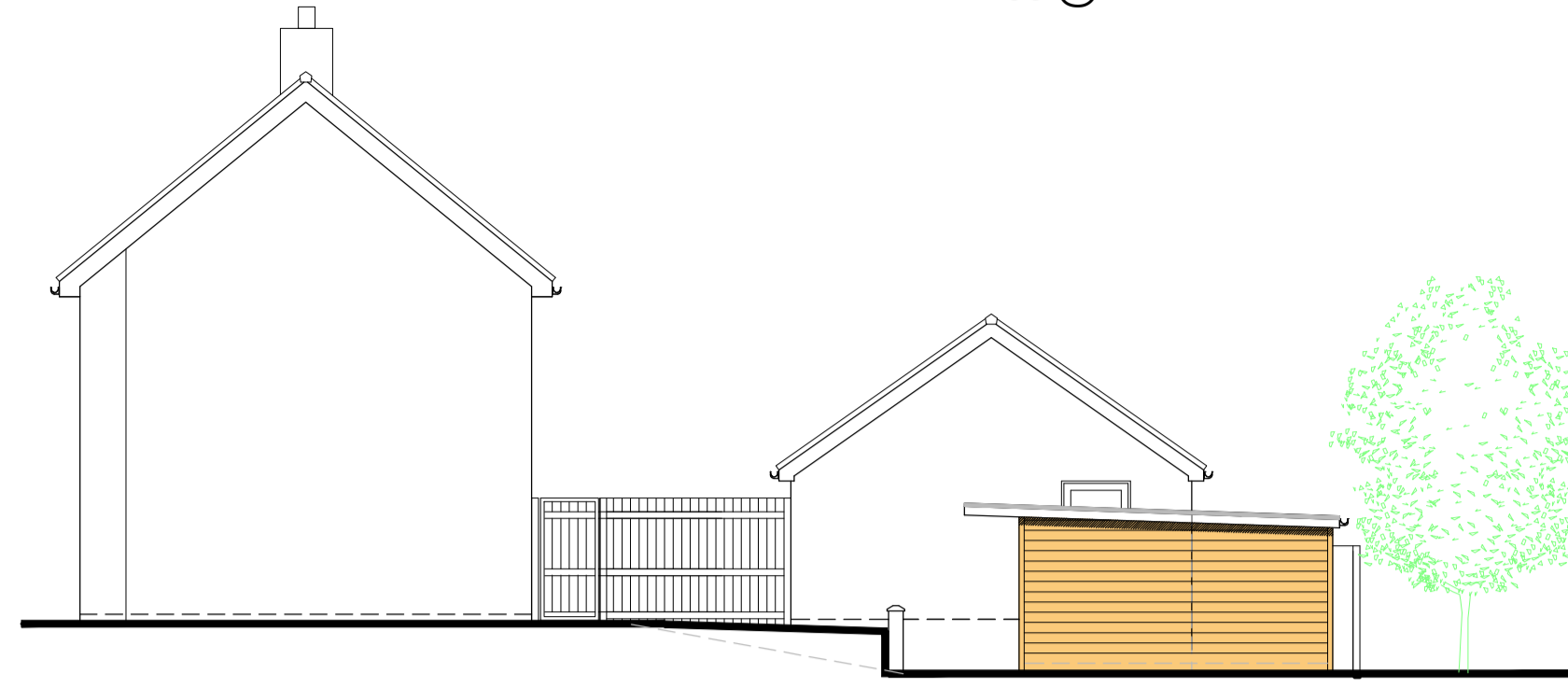
1 SIDE A ELEVATION  
Scale 1:100 @A1



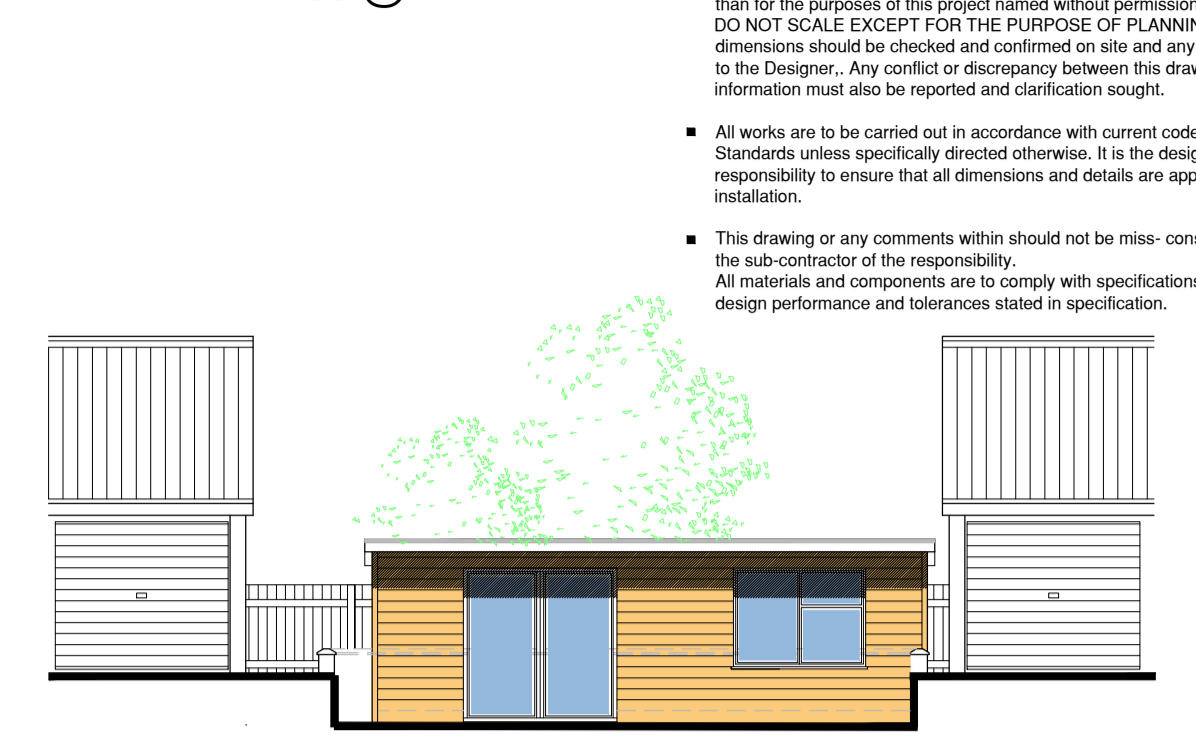
2 REAR B ELEVATION  
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3 SIDE C ELEVATION  
Scale 1:100 @A1

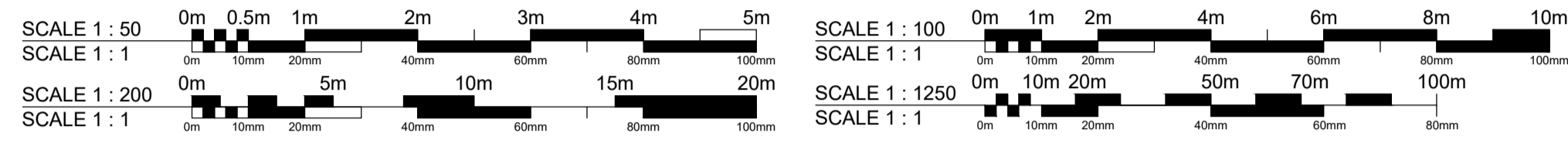


4 FRONT D ELEVATION  
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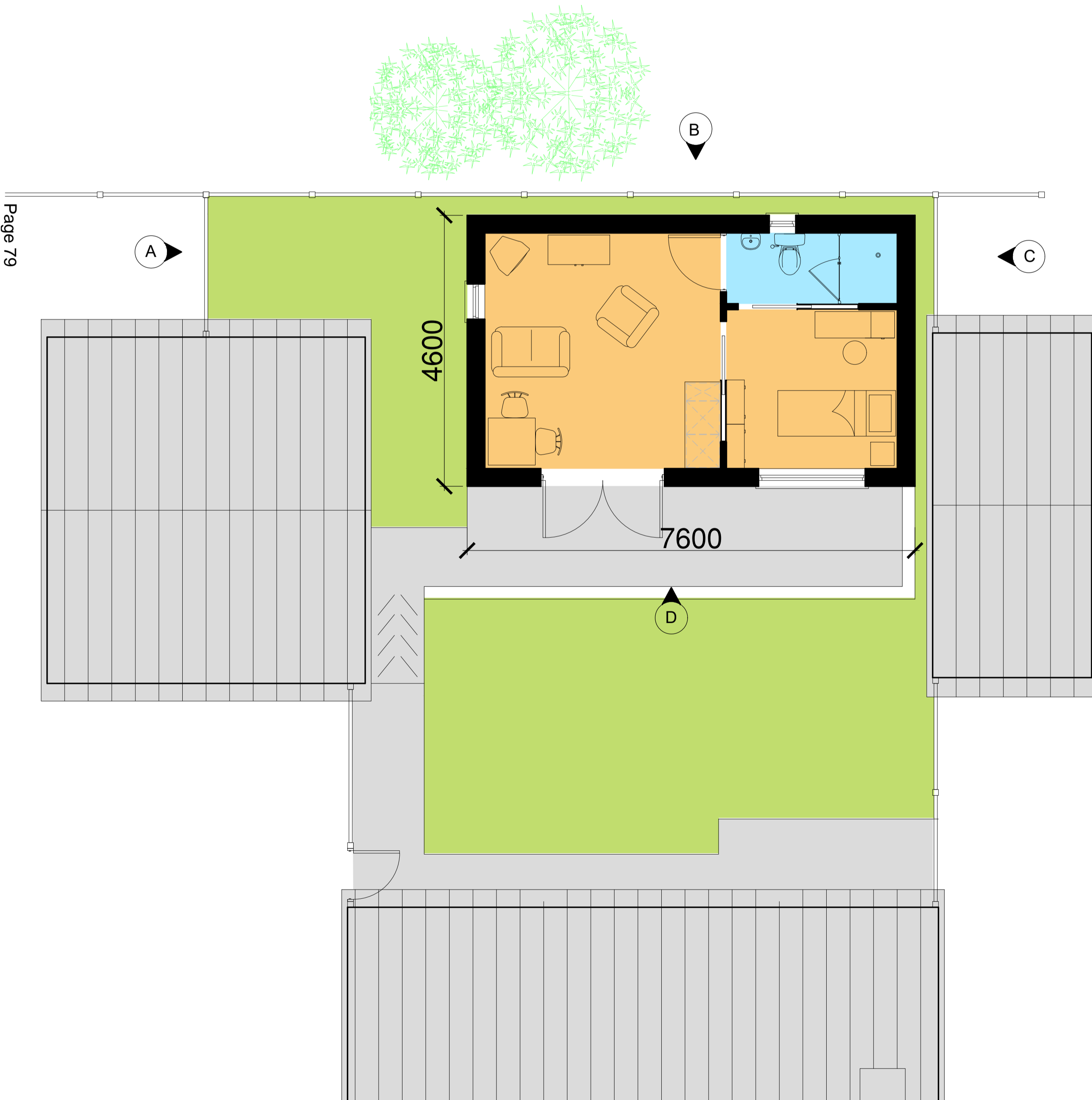


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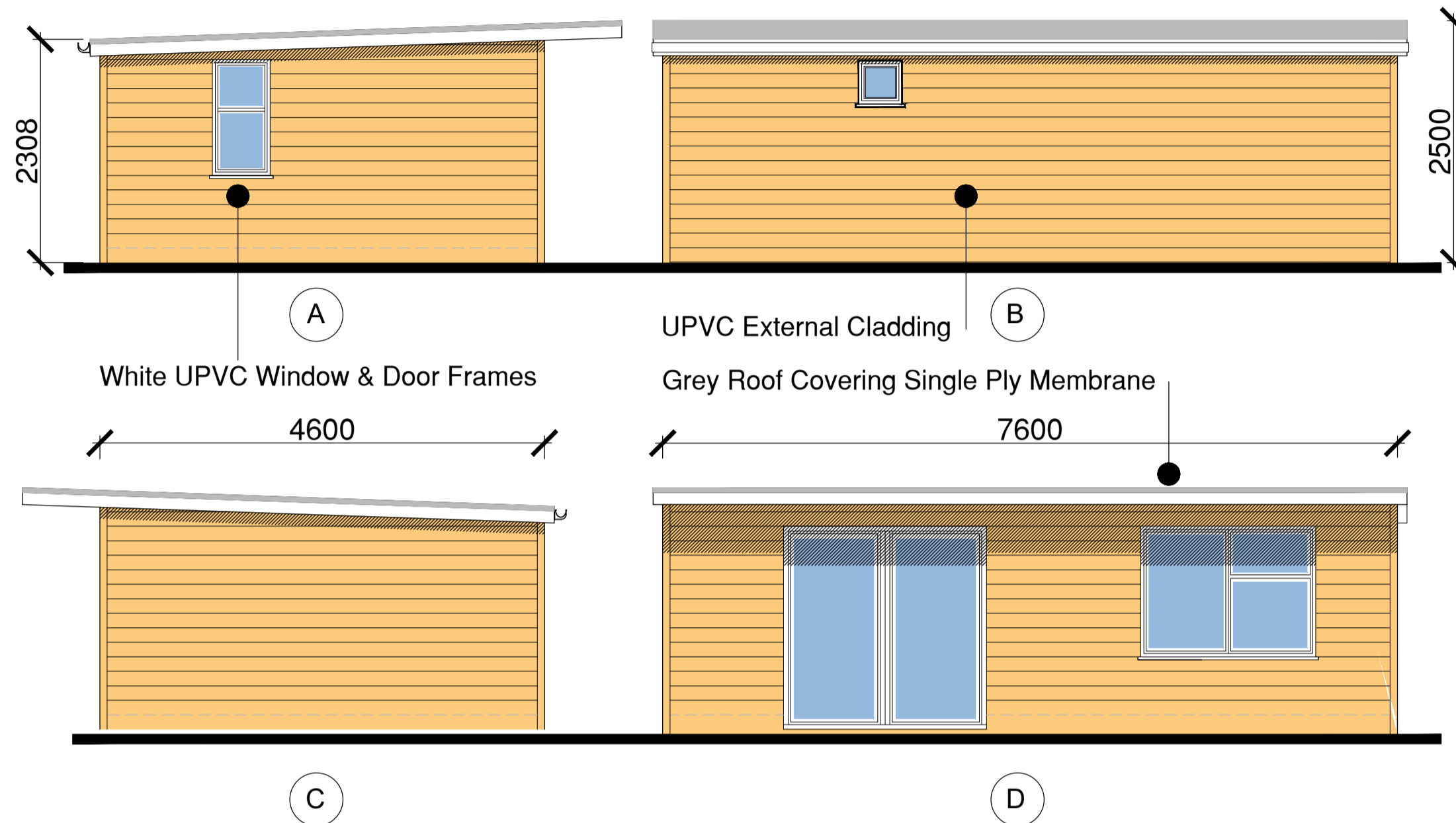
- The drawing is the property of dearmaisedesign & is not to be reproduced other than for the purposes of this project named without permission. DO NOT SCALE EXCEPT FOR THE PURPOSE OF PLANNING from this drawing. All dimensions should be checked and confirmed on site and any discrepancies reported to the Designer. Any conflict or discrepancy between this drawing and any other information must also be reported and clarification sought.
- All works are to be carried out in accordance with current codes of practice and British Standards unless specifically directed otherwise. It is the design sub- contractors responsibility to ensure that all dimensions and details are appropriate to their installation.
- This drawing or any comments within should not be miss- constructed so as to relieve the sub-contractor of the responsibility. All materials and components are to comply with specifications and should achieve all design performance and tolerances stated in specification.



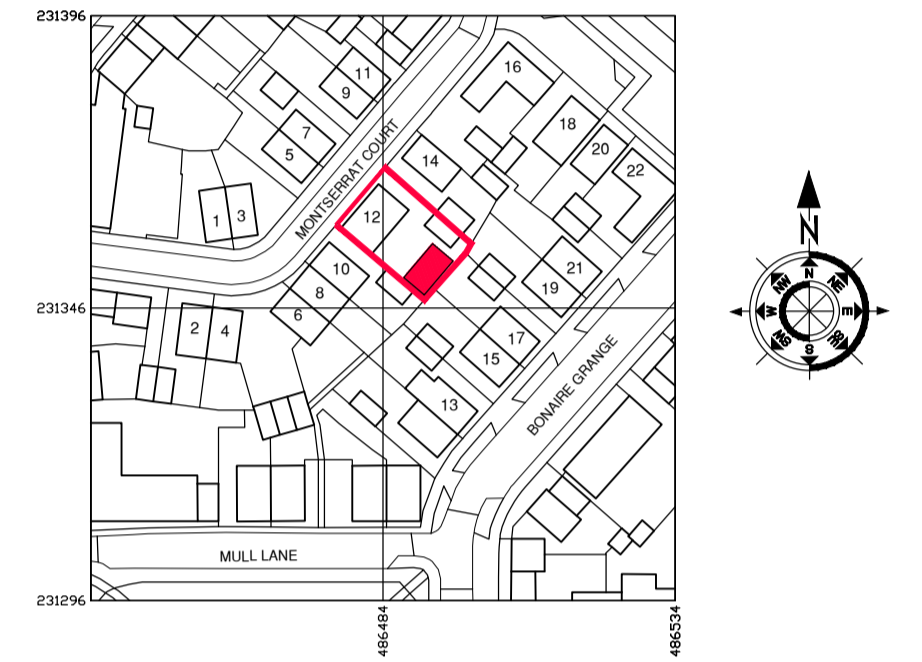
5 LAYOUT PLAN OF ANNEX  
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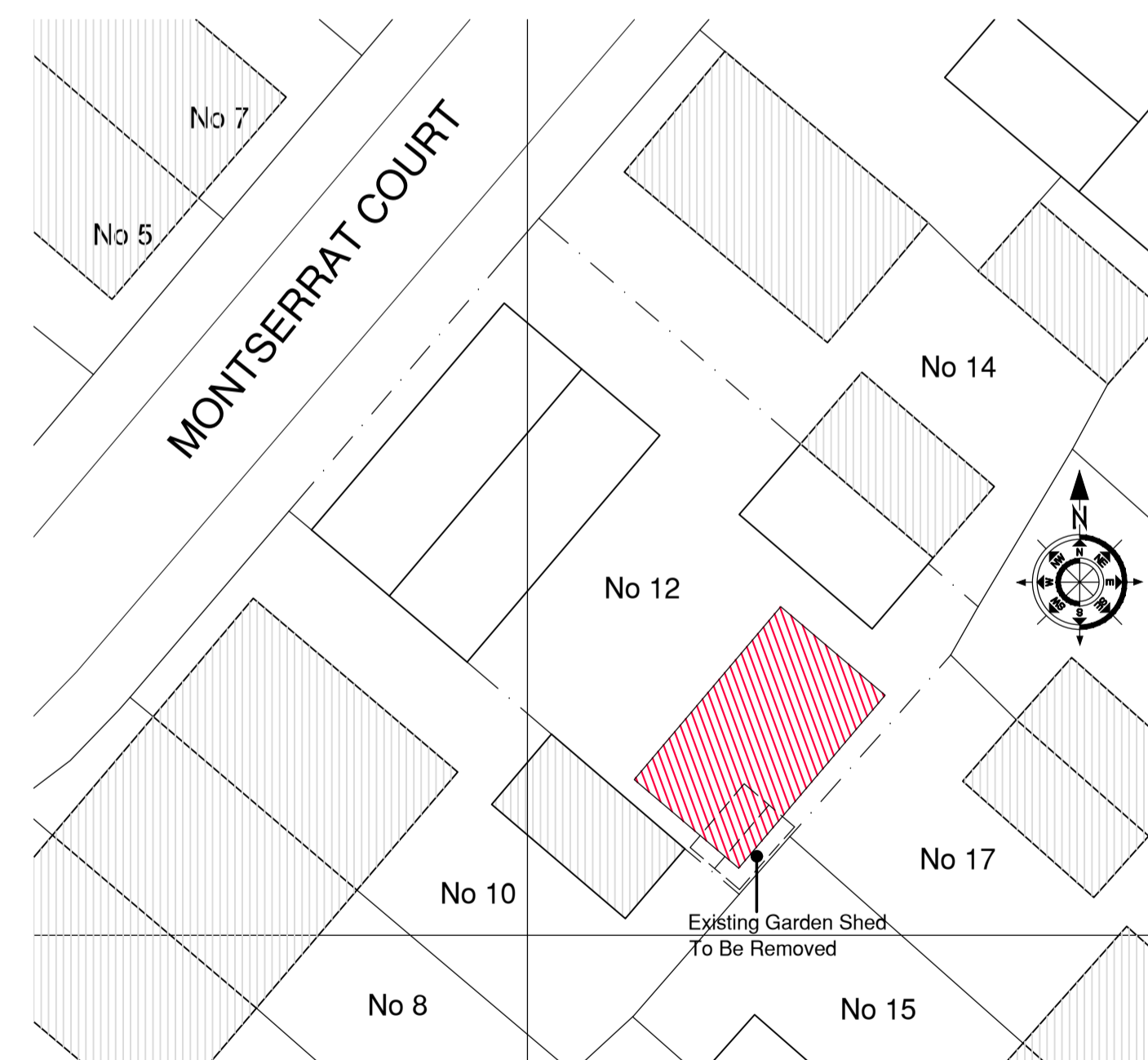
6 PROPOSED ELEVATIONS  
Scale 1:50 @A1



7 LOCATION PLAN  
Scale 1:1250 @A1



8 SITE PLAN  
Scale 1:20 @A1



9 SITE PHOTOS  
Scale N.T.S



date	rev.	revision/author/checker
purpose of issue		
Planning Submission		
title		
Removal of existing shed and replaced with a ancillary accommodation		
scale	1:50 1:100 1:200	date June 2023
drawn by	DSM	checked by
drawing no.		rev.
DSM/01/2023/20		
project title		
Mrs J Sankomah 12 Montserrat Newton Leys MK3 5PR		
t: 01234 510996 m: 07812 996000 www: dearmaisedesign.co.uk e-mail: dearmaisedesign@gmail.com		97 denton drive marston moretaine bedford mk43 0te

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**From: Licensing Team**  
**Ref: 167022**  
**Subject: New Application for a Site Licence under Scrap Metal Dealers Act 2013**

We have received an application for a New Site Licence under the Scrap Metal Dealers Act 2013 on **13/07/2023** concerning:

**A2 Plus Limited, Pioneer House, 9 Bond Avenue, Bletchley, MK1 1SW**

Under the Scrap Metal Dealers Act 2013 to carry on a business as a scrap metal dealer a licence needs to be held. A site licence permits the licensee to carry on business at a site which is identified in the Licence. A Licence can only be issued if the Authority are satisfied that the applicant is a suitable person. The Licence also permits the licensee to transport scrap metal to and from those sites from any local authority area.

Please feel free to contact the Licensing Team should you require any further information.

You have 28 days from the date of the application to make any comments. If we receive no reply within this time we will assume that you have no comments to make and will issue the licence.

**Business Support**  
**Licensing**  
**01908 25 2800**

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<b>Agenda Item</b>	<b>10 Parking Education Officer</b>		
Council/Committee	Full Council		
Meeting Date	27.5.2023	Report Writer	Delia Shephard
Purpose of report	To provide background information for consideration of creation of a new post of Parking Education Officer		
Supporting Documentation (if any)	All information is included in the report		

## Background

At the Bletchley and Fenny Stratford annual meeting of electors held on 11 May 2023 the Secretary of Water Eaton Residents Association made the following proposal:

*“Being made aware that West Bletchley Parish Council has a “Parking Education Officer”, I am proposing that Bletchley and Fenny Stratford Town Council considers establishing a similar post.”*

This proposal has now been brought to full council for further consideration. Members will be aware that town and parish councils are not highways authorities and therefore have no parking enforcement powers of their own. Milton Keynes City Council (MKCC) has employed Saba to undertake its parking enforcement activities. Members will also be aware of the long history of parking problems in Bletchley and most specifically in the town centre which is the issue raised most frequently by residents in any discussion of the town centre.

The [Central Bletchley Urban Design Framework](#) adopted in April 2022 included proposals for changes for parking management (p43). Since then frequent discussions with officers and members of MKCC and the Bletchley and Fenny Stratford Town Deal have not yet yielded the development or introduction of an integrated parking strategy but there is general agreement that a multi-pronged approach is needed which could include improved enforcement, changes to existing parking provision, encouragement of pedestrians and behavioural changes. Parking education could play an important role in such an approach.


The West Bletchley Council parking education officer has been most effective in delivering effective interventions around schools, with verge parking and with referring other vehicle issues to MKCC road safety team, MKCC enforcement and Thames Vally Police (TVP).

MKCC’s Network and Enforcement Manager has been approached for comment on MKCC’s view about employment of a parking education officer, feedback was neutral but again it was recognised that the parking situation in the centre of Bletchley is very challenging.



## Proposed role

A draft job specification and person specification is shown below which are based on those used by WBC.

	
<b>Job Title</b>	Parking Education Officer
<b>Reporting to</b>	Environment and Premises Manager
<b>Purpose of role</b>	To work in partnership with local schools, businesses, statutory bodies and local residents to develop and implement parking education programmes across Bletchley and Fenny Stratford.
<b>SCP Range</b>	19-21
<b>Hours of work</b>	37
<b>Place of work</b>	Based at Sycamore House but work will be across the council area
<b>Principal responsibilities</b>	
1	To support implementation of the council's annual delivery plan and to contribute to the ongoing strategic development of the council and its involvement in the town centre
2	To work with businesses, landowners and other interested parties to identify parking solutions at agreed parking hot spots with priority given to Bletchley and Fenny Stratford town centres
3	To work with all schools, pre-schools and other educational establishments in the area to implement parking education programmes that seek to alleviate the problems associated with parking particularly at drop off/pick up times
4	To identify and work with other agencies, groups and residents where parking issues arise
5	To develop proposals for future parking initiatives in accordance with the council's strategic priorities
6	To engage with local residents, responding appropriately to request for advice and information on matter of concern relating to parking



5	To maintain records detailing actions taken by the parking education officer and outcomes of all interventions and education programmes to be reported to the Environment and Planning Committee	
6	To attend meetings of the Environment and Planning Committee as required	
7	To undertake all duties with due regard to public and personal health and safety	
8	To promote a positive image of the town council at all times and to maximize opportunities for positive public engagement, transparency and accountability in the development of activities related to the role	
9	To continue to develop knowledge and skills relevant to the role	
<b>Person specification</b>		
<b>Quality</b>	<b>Essential</b>	<b>Desirable</b>
<b>1.Qualifications</b>	Educated to GCSE level or equivalent Good literacy and numeracy skills Computer literate	
<b>2.Related Experience</b>	Experience of positive engagement with local residents, community representatives and groups / agencies. Experience of multi-agency work	Experience of work within local government Experience of implementing parking related solutions. Proven track record of developing and delivering education projects.
<b>3.Skills and Abilities</b>	Excellent communication skills Ability to work on own initiative and as a member of a team. Ability to organise and prioritise work schedules. Ability to produce and present proposals and reports. Negotiation skills	
<b>4.Knowledge</b>	Commitment to the concept of continuous improvement. Understanding of the diversity and equality agenda	Knowledge of Bletchley and Fenny Stratford and the surrounding area. Knowledge of successful parking initiatives.
<b>5.Personal Qualities</b>	Flexible Resourceful and determined. Empathetic.	



	Proactive. Decisive. Able to display creativity in problem solving. Self-reliant, open and honest. Trustworthy with confidential information.	
<b>6.Other requirements</b>	Some early morning, evening and weekend working. Enhanced DBS Check.	Car driver/owner

### **Financial implications**

Based on the draft job description and person specification it is anticipated that a full-time parking education officer post would fall into the SCP range of 19-21 an appointment at midrange would involve gross costs to the council (ie including pension and NI) of approximately £37,615 per annum which would add £6.52 per annum to the Average Band D precept. NB there is a JNC pay award pending so these costs are likely to increase.

The town council has no available budget for this project during 2023-2024 so if the post is to be created before 1 April 2024 funds would be required from general reserves.

The post could be offered on a trial basis on a short-term contract (say 12-18 months) though recently it has been difficult to recruit to fixed term posts. It could also be considered as a part time post.

### **Officer recommendation**

If the town council is minded to pursue this option the matter should be referred to the Employment Policy Committee for inclusion in the 2024-25 budget and the matter should be considered in more detail as part of the budget proposals for 2024-25. If the town council is minded to introduce this post immediately the matter could also be referred to the Finance and Governance Committee for consideration about how this could be funded.

### **Decision required**

Decision from members about whether to pursue this proposal either immediately or as part of 2024-25 budget discussions and requests for any further information to inform future decision making.

Princes Way





Beacon Place

Barons Close

Albert Street

South terrace

	<p>Sarah Gonsalves Corporate Core Civic Offices</p>	<p>Project: Godwin Group development Albert Street Bletchley, 172 flats 12 houses 2 commercial units</p>	<p>Drawing: Postal Numbering Plan</p>	<p>Date: 17/7/2023</p>	 <p>Not to Scale @ A4</p>
		<p>Planning Ref: <b>22/02084/FULM</b></p>	<p>Drawn by: PB</p>	<p>Checked by: GB</p>	
		<p>Drawing No: <b>BYC-13</b></p>	<p>© Crown copyright and database rights 2023 OS 100019593</p>		

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Street Naming and Numbering Plot to Postal Schedule

Development:

Albert Street  
 Bletchley  
 SNN REF: BYC-13  
 PLAN REF: 22/02084/FULM



Door Number	Street Name	Locality	Odd / Even Consecutive	Flat Number	Floor	Plot Number	Postcode	UPRN
1	Beacon Place	Bletchley		FLAT 101	First	F101		
1	Beacon Place	Bletchley		FLAT 102	First	F102		
1	Beacon Place	Bletchley		FLAT 201	Second	F201		
1	Beacon Place	Bletchley		FLAT 202	Second	F202		
2	Beacon Place	Bletchley				F6		
3	Beacon Place	Bletchley				F5		
4	Beacon Place	Bletchley				F4		
5	Beacon Place	Bletchley				F3		
6	Beacon Place	Bletchley				F2		
7	Beacon Place	Bletchley				F1		
8	Beacon Place	Bletchley		FLAT 101	First	E101		
8	Beacon Place	Bletchley		FLAT 102	First	E102		
8	Beacon Place	Bletchley		FLAT 103	First	E103		
8	Beacon Place	Bletchley		FLAT 104	First	E104		
8	Beacon Place	Bletchley		FLAT 201	Second	E201		
8	Beacon Place	Bletchley		FLAT 202	Second	E202		
8	Beacon Place	Bletchley		FLAT 203	Second	E203		
8	Beacon Place	Bletchley		FLAT 204	Second	E204		
8	Beacon Place	Bletchley		FLAT 301	Third	E301		
8	Beacon Place	Bletchley		FLAT 302	Third	E302		
8	Beacon Place	Bletchley		FLAT 303	Third	E303		
8	Beacon Place	Bletchley		FLAT 304	Third	E304		
8	Beacon Place	Bletchley		FLAT 401	Fourth	E401		
8	Beacon Place	Bletchley		FLAT 402	Fourth	E402		
8	Beacon Place	Bletchley		FLAT 403	Fourth	E403		
8	Beacon Place	Bletchley		FLAT 404	Fourth	E404		
9	Beacon Place	Bletchley		FLAT 101	First	D101		
9	Beacon Place	Bletchley		FLAT 102	First	D102		
9	Beacon Place	Bletchley		FLAT 103	First	D103		
9	Beacon Place	Bletchley		FLAT 104	First	D104		
9	Beacon Place	Bletchley		FLAT 105	First	D105		
9	Beacon Place	Bletchley		FLAT 106	First	D106		
9	Beacon Place	Bletchley		FLAT 201	Second	D201		
9	Beacon Place	Bletchley		FLAT 202	Second	D202		
9	Beacon Place	Bletchley		FLAT 203	Second	D203		
9	Beacon Place	Bletchley		FLAT 204	Second	D204		
9	Beacon Place	Bletchley		FLAT 205	Second	D205		
9	Beacon Place	Bletchley		FLAT 206	Second	D206		
9	Beacon Place	Bletchley		FLAT 301	Third	D301		
9	Beacon Place	Bletchley		FLAT 302	Third	D302		
9	Beacon Place	Bletchley		FLAT 303	Third	D303		
9	Beacon Place	Bletchley		FLAT 304	Third	D304		
9	Beacon Place	Bletchley		FLAT 305	Third	D305		
9	Beacon Place	Bletchley		FLAT 306	Third	D306		
9	Beacon Place	Bletchley		FLAT 401	Fourth	D401		
9	Beacon Place	Bletchley		FLAT 402	Fourth	D402		
9	Beacon Place	Bletchley		FLAT 403	Fourth	D403		
9	Beacon Place	Bletchley		FLAT 404	Fourth	D404		
9	Beacon Place	Bletchley		FLAT 405	Fourth	D405		
9	Beacon Place	Bletchley		FLAT 406	Fourth	D406		
9	Beacon Place	Bletchley		FLAT 501	Fifth	D501		
9	Beacon Place	Bletchley		FLAT 502	Fifth	D502		
9	Beacon Place	Bletchley		FLAT 503	Fifth	D503		
9	Beacon Place	Bletchley		FLAT 504	Fifth	D504		
9	Beacon Place	Bletchley		FLAT 505	Fifth	D505		
9	Beacon Place	Bletchley		FLAT 506	Fifth	D506		
9	Beacon Place	Bletchley		FLAT 601	Sixth	D601		
9	Beacon Place	Bletchley		FLAT 602	Sixth	D602		
9	Beacon Place	Bletchley		FLAT 603	Sixth	D603		
9	Beacon Place	Bletchley		FLAT 604	Sixth	D604		
9	Beacon Place	Bletchley		FLAT 605	Sixth	D605		
9	Beacon Place	Bletchley		FLAT 606	Sixth	D606		
9	Beacon Place	Bletchley		FLAT 701	Seventh	D701		
9	Beacon Place	Bletchley		FLAT 702	Seventh	D702		
9	Beacon Place	Bletchley		FLAT 703	Seventh	D703		
9	Beacon Place	Bletchley		FLAT 704	Seventh	D704		
9	Beacon Place	Bletchley		FLAT 705	Seventh	D705		
9	Beacon Place	Bletchley		FLAT 706	Seventh	D706		
10	Beacon Place	Bletchley		COMM	Ground			

Street Naming and Numbering Plot to Postal Schedule

Development:

Albert Street  
 Bletchley  
 SNN REF: BYC-13  
 PLAN REF: 22/02084/FULM



Door Number	Street Name	Locality	Odd / Even Consecutive	Flat Number	Floor	Plot Number	Postcode	UPRN
11	Beacon Place	Bletchley		COMM	Ground			
12	Beacon Place	Bletchley		FLAT 101	First	A101		
12	Beacon Place	Bletchley		FLAT 102	First	A102		
12	Beacon Place	Bletchley		FLAT 103	First	A103		
12	Beacon Place	Bletchley		FLAT 104	First	A104		
12	Beacon Place	Bletchley		FLAT 105	First	A105		
12	Beacon Place	Bletchley		FLAT 106	First	A106		
12	Beacon Place	Bletchley		FLAT 107	First	A107		
12	Beacon Place	Bletchley		FLAT 108	First	A108		
12	Beacon Place	Bletchley		FLAT 201	Second	A201		
12	Beacon Place	Bletchley		FLAT 202	Second	A202		
12	Beacon Place	Bletchley		FLAT 203	Second	A203		
12	Beacon Place	Bletchley		FLAT 204	Second	A204		
12	Beacon Place	Bletchley		FLAT 205	Second	A205		
12	Beacon Place	Bletchley		FLAT 206	Second	A206		
12	Beacon Place	Bletchley		FLAT 207	Second	A207		
12	Beacon Place	Bletchley		FLAT 208	Second	A208		
12	Beacon Place	Bletchley		FLAT 301	Third	A301		
12	Beacon Place	Bletchley		FLAT 302	Third	A302		
12	Beacon Place	Bletchley		FLAT 303	Third	A303		
12	Beacon Place	Bletchley		FLAT 304	Third	A304		
12	Beacon Place	Bletchley		FLAT 305	Third	A305		
12	Beacon Place	Bletchley		FLAT 306	Third	A306		
12	Beacon Place	Bletchley		FLAT 307	Third	A307		
12	Beacon Place	Bletchley		FLAT 308	Third	A308		
12	Beacon Place	Bletchley		FLAT 401	Fourth	A401		
12	Beacon Place	Bletchley		FLAT 402	Fourth	A402		
12	Beacon Place	Bletchley		FLAT 403	Fourth	A403		
12	Beacon Place	Bletchley		FLAT 404	Fourth	A404		
12	Beacon Place	Bletchley		FLAT 405	Fourth	A405		
12	Beacon Place	Bletchley		FLAT 406	Fourth	A406		
12	Beacon Place	Bletchley		FLAT 407	Fourth	A407		
12	Beacon Place	Bletchley		FLAT 408	Fourth	A408		
12	Beacon Place	Bletchley		FLAT 501	Fifth	A501		
12	Beacon Place	Bletchley		FLAT 502	Fifth	A502		
12	Beacon Place	Bletchley		FLAT 503	Fifth	A503		
12	Beacon Place	Bletchley		FLAT 504	Fifth	A504		
12	Beacon Place	Bletchley		FLAT 505	Fifth	A505		
12	Beacon Place	Bletchley		FLAT 506	Fifth	A506		
12	Beacon Place	Bletchley		FLAT 507	Fifth	A507		
12	Beacon Place	Bletchley		FLAT 508	Fifth	A508		
12	Beacon Place	Bletchley		FLAT 601	Sixth	A601		
12	Beacon Place	Bletchley		FLAT 602	Sixth	A602		
12	Beacon Place	Bletchley		FLAT 603	Sixth	A603		
12	Beacon Place	Bletchley		FLAT 604	Sixth	A604		
12	Beacon Place	Bletchley		FLAT 605	Sixth	A605		
12	Beacon Place	Bletchley		FLAT 606	Sixth	A606		
12	Beacon Place	Bletchley		FLAT 607	Sixth	A607		
12	Beacon Place	Bletchley		FLAT 608	Sixth	A608		
12	Beacon Place	Bletchley		FLAT 701	Seventh	A701		
12	Beacon Place	Bletchley		FLAT 702	Seventh	A702		
12	Beacon Place	Bletchley		FLAT 703	Seventh	A703		
12	Beacon Place	Bletchley		FLAT 704	Seventh	A704		
12	Beacon Place	Bletchley		FLAT 705	Seventh	A705		
12	Beacon Place	Bletchley		FLAT 706	Seventh	A706		
12	Beacon Place	Bletchley		FLAT 707	Seventh	A707		
12	Beacon Place	Bletchley		FLAT 708	Seventh	A708		
12	Beacon Place	Bletchley		FLAT 801	Eighth	A801		
12	Beacon Place	Bletchley		FLAT 802	Eighth	A802		
12	Beacon Place	Bletchley		FLAT 803	Eighth	A803		
12	Beacon Place	Bletchley		FLAT 804	Eighth	A804		
12	Beacon Place	Bletchley		FLAT 805	Eighth	A805		
12	Beacon Place	Bletchley		FLAT 806	Eighth	A806		
12	Beacon Place	Bletchley		FLAT 807	Eighth	A807		
12	Beacon Place	Bletchley		FLAT 808	Eighth	A808		
12	Beacon Place	Bletchley		FLAT 901	Ninth	A901		
12	Beacon Place	Bletchley		FLAT 902	Ninth	A902		
12	Beacon Place	Bletchley		FLAT 903	Ninth	A903		
12	Beacon Place	Bletchley		FLAT 904	Ninth	A904		
12	Beacon Place	Bletchley		FLAT 905	Ninth	A905		

Street Naming and Numbering Plot to Postal Schedule

**Development:**

Albert Street  
 Bletchley  
 SNN REF: BYC-13  
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Door Number	Street Name	Locality	Odd / Even Consecutive	Flat Number	Floor	Plot Number	Postcode	UPRN
12	Beacon Place	Bletchley		FLAT 906	Ninth	A906		
12	Beacon Place	Bletchley		FLAT 907	Ninth	A907		
12	Beacon Place	Bletchley		FLAT 908	Ninth	A908		
13	Beacon Place	Bletchley		FLAT 101	First	B101		
13	Beacon Place	Bletchley		FLAT 102	First	B102		
13	Beacon Place	Bletchley		FLAT 103	First	B103		
13	Beacon Place	Bletchley		FLAT 104	First	B104		
13	Beacon Place	Bletchley		FLAT 105	First	B105		
13	Beacon Place	Bletchley		FLAT 106	First	B106		
13	Beacon Place	Bletchley		FLAT 201	Second	B201		
13	Beacon Place	Bletchley		FLAT 202	Second	B202		
13	Beacon Place	Bletchley		FLAT 203	Second	B203		
13	Beacon Place	Bletchley		FLAT 204	Second	B204		
13	Beacon Place	Bletchley		FLAT 205	Second	B205		
13	Beacon Place	Bletchley		FLAT 206	Second	B206		
13	Beacon Place	Bletchley		FLAT 301	Third	B301		
13	Beacon Place	Bletchley		FLAT 302	Third	B302		
13	Beacon Place	Bletchley		FLAT 303	Third	B303		
13	Beacon Place	Bletchley		FLAT 304	Third	B304		
13	Beacon Place	Bletchley		FLAT 305	Third	B305		
13	Beacon Place	Bletchley		FLAT 306	Third	B306		
13	Beacon Place	Bletchley		FLAT 401	Fourth	B401		
13	Beacon Place	Bletchley		FLAT 402	Fourth	B402		
13	Beacon Place	Bletchley		FLAT 403	Fourth	B403		
13	Beacon Place	Bletchley		FLAT 404	Fourth	B404		
13	Beacon Place	Bletchley		FLAT 405	Fourth	B405		
13	Beacon Place	Bletchley		FLAT 406	Fourth	B406		
13	Beacon Place	Bletchley		FLAT 501	Fifth	B501		
13	Beacon Place	Bletchley		FLAT 502	Fifth	B502		
13	Beacon Place	Bletchley		FLAT 503	Fifth	B503		
13	Beacon Place	Bletchley		FLAT 504	Fifth	B504		
13	Beacon Place	Bletchley		FLAT 505	Fifth	B505		
13	Beacon Place	Bletchley		FLAT 506	Fifth	B506		
13	Beacon Place	Bletchley		FLAT 601	Sixth	B601		
13	Beacon Place	Bletchley		FLAT 602	Sixth	B602		
13	Beacon Place	Bletchley		FLAT 603	Sixth	B603		
13	Beacon Place	Bletchley		FLAT 604	Sixth	B604		
13	Beacon Place	Bletchley		FLAT 605	Sixth	B605		
13	Beacon Place	Bletchley		FLAT 606	Sixth	B606		
13	Beacon Place	Bletchley		FLAT 701	Seventh	B701		
13	Beacon Place	Bletchley		FLAT 702	Seventh	B702		
14	Beacon Place	Bletchley				C1		
15	Beacon Place	Bletchley				C2		
16	Beacon Place	Bletchley				C3		
17	Beacon Place	Bletchley				C4		
18	Beacon Place	Bletchley				C5		
19	Beacon Place	Bletchley				C6		

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## Subject to Contract and Council Approval



### HEADS OF TERMS LAND TRANSFER

<b>Property:</b>	<p>Refer to attached Land Transfer Plan number Shown on the attached plan titled Section 2 Town Council Land Transfer 12-7-23</p> <p>Small rectangular slither of land edged in red Located to the north of Galapagos Grove.</p> <p>Title Number to be confirmed</p>
<b>Vendor:</b>	<p><b>Bletchley and Fenny Stratford Town Council</b> Sycamore House Drayton Road Bletchley Milton Keynes MK2 3RR</p>
<b>Vendors Contact:</b>	<p>Delia Shepherd Town Clerk 01908 735 126 07765 802 632 clerk@bletchleyfennystratford-tc.gov.uk</p>
<b>Purchaser:</b>	<p>Milton Keynes Council Civic 1 Saxon Gate East Milton Keynes MK9 3EJ</p>
<b>Purchaser Contact:</b>	<p>Karmil Bader Estates Surveyor Estates Team <a href="mailto:Karmil.Bader@milton-keynes.gov.uk">Karmil.Bader@milton-keynes.gov.uk</a> 01908 254721 <b>And or</b> Paul Shinkwin Paul Shinkwin Senior Engineer M:07502 339008 <a href="mailto:Paul.shinkwin@milton-keynes.gov.uk">Paul.shinkwin@milton-keynes.gov.uk</a></p>
<b>Tenure:</b>	Freehold
<b>Cost:</b>	MKCC to pay to Town Council's legal fees.

**Subject to Contract and Council Approval**

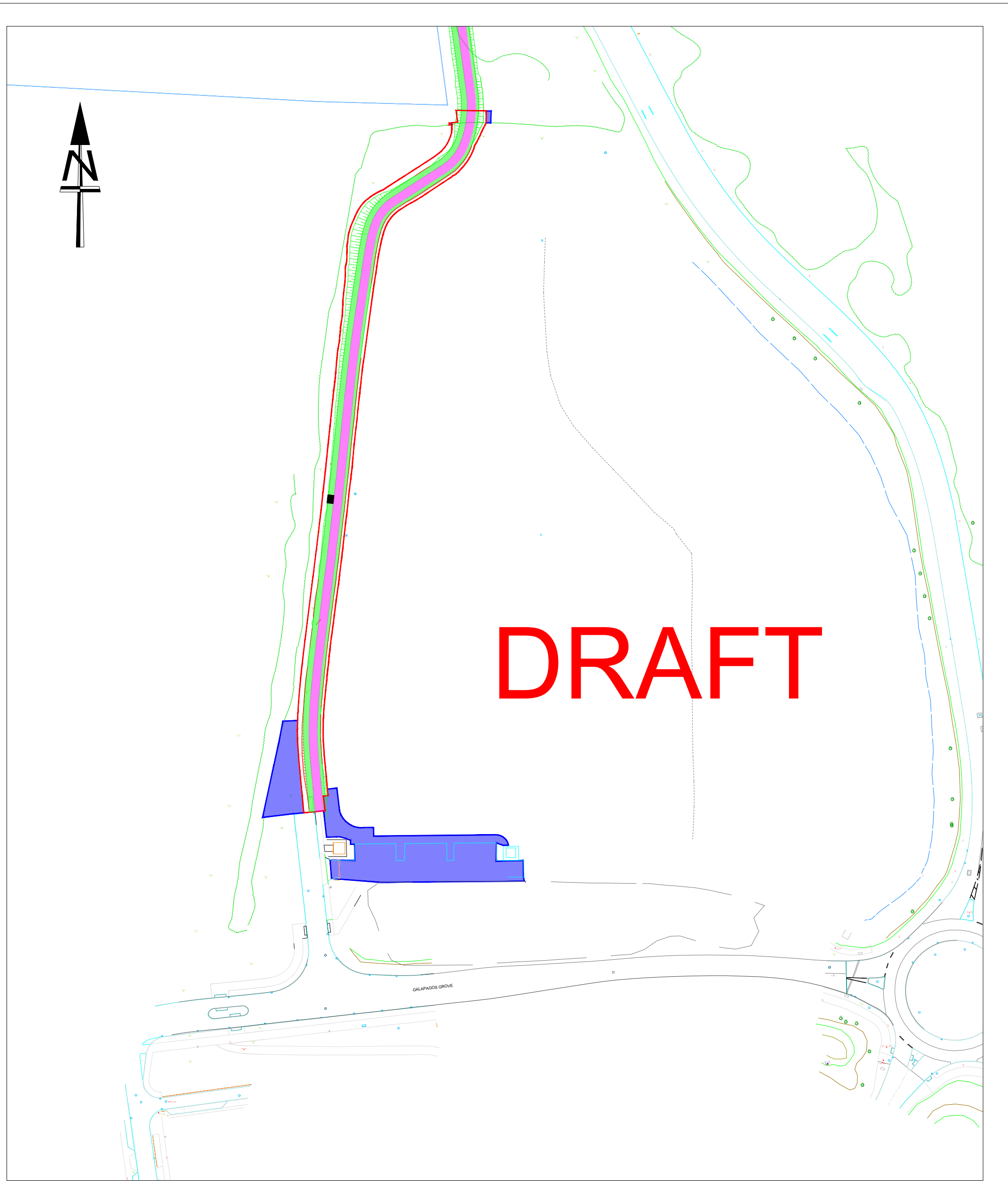
<b>Conditions:</b>	For highway purposes construction of a redway for pedestrians and cyclists.
<b>Purpose of Transfer:</b>	Bletchley and Fenny Stratford Council has agreed in principle to transfer their land to MKKC as highway for MKC to construct a Redway (pedestrian and cycling shared facility)
<b>Plans:</b>	Supporting plan(s) attached. To include ownership
<b>Restrictive Covenant:</b>	Land for MKC Highway Use specifically for the construction of a Redway and continued use as Public Open Space where applicable.
<b>Exchange:</b>	Simultaneous with completion
<b>Completion:</b>	ASAP – Mid to late August 2023
<b>Vendors Solicitors:</b>	To be confirmed
<b>Purchasers Solicitors:</b>	Legal Services Milton Keynes City Council Civic 1 Saxon Gate East Milton Keynes MK9 3EJ This may change if the matter is outsourced by Milton Keynes City Council
<b>Vendors Agreement:</b>	
<b>Purchasers Agreement:</b>	

**Subject to Contract and Council Approval**

**PLAN OF LAND TO BE TRANSFERRED**

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**DRAFT**

**KEY**

LICENCE



LAND TRANSFER BOUNDARY



Stuart Proffitt  
 Director  
 Environment and Property  
 Civic Offices  
 1 Saxon Gate East  
 Central Milton Keynes  
 MK9 3EJ



Tel: (01908) 254692

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Project: **BLUE LAGOON REDWAY SECTION 2**

Purpose of Issue: **DRAFT**

Drawing: **TOWN COUNCIL LAND TRANSFER DRAWING**

Scale: 1 : 1250 @ A3		Sheet Size: A3	
Drawn By: PJH	Designed By: PJH	Checked By: PS	Approved By: LOS
Date: JUN 2023	Date: JUN 2023	Date: JUN 2023	Date: JUN 2023
Drawing No: TM/ 20-21 / 101 / 100 / 901			Rev:

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## S106 Funds Release Form

Read our privacy policy at <http://www.milton-keynes.gov.uk/privacy-policy>

### All fields MUST be completed

Use this form to request Section 106 funds to be released to be spent in accordance with the Section 106 agreement under which they were paid. Copies of Section 106 agreements can be obtained from the Exacom S106 Admin system or from the Planning Obligations Admin Team.

If you have any queries about this form please contact [planning.obligations@milton-keynes.gov.uk](mailto:planning.obligations@milton-keynes.gov.uk)

### Your Details

Requesting Officer	Louise Izod
Contact Telephone No.	07872116491
Contact Email Address	Louise.izod@milton-keynes.gov.uk
Department	Culture
Planning Reference Number	15/01820/FUL
Development Address	Land west of Jersey Drive, Newton Leys
Works (i.e. Community Facilities / Allotments)	Public Art
Definition of how monies can be used (from Section 106 agreement)	towards the provision of artwork to the value of 1% of the total construction cost of the Development either to be paid to the Council to enhance the appearance of the Development which may include sculpture , street furniture, landscaping and/or architectural detailing in accordance with Milton Keynes Public Art Strategy 2010-2014 or as a scheme engaging the residents and users of the Development after Occupation
Amount Requested	31,460.75
Description of Project/Works that Funds have been requested for (Brief Overview):	
To enhance the new redway connecting Newton Leys to the Blue Lagoon through public art. Exploring the heritage of the place and its brick connections.  Match funding as part of larger bid.	
Works to be completed by	
ERP Project Code:	
Notes – Use this field for any further information about the project or request:	

## S106 Funds Release Form

\* Please note that all individual contributions MUST be put into individual accounts and MUST NOT contain any other financial or S106 contributions.

If you do not provide sufficient or adequate information on the form it will be rejected. Please provide a brief explanation of the project and how this meets the s106 requirements.

It is advised you retain a saved copy of the submitted form. The approved or rejected form will be returned to you with an explanation for the approval or rejection, and may include provisions that need to be done before full approval is given.

If the funds applied for are not spent by the date entered on the form or within a reasonable timescale, the approval may be withdrawn and any unspent monies recovered.

### Declaration (you must sign and date this section)

I certify that the information given on this form is factually correct to the best of my knowledge.

Signed: Louise Izod	Date: 17/7/23
---------------------	---------------

### Submission

Please submit the form electronically and sign by typing the name of the submitter.

### HOW TO SEND YOUR APPLICATION ONLINE:

To submit this form please save the completed document, attach it to an email and send it to [Planning.obligations@milton-keynes.gov.uk](mailto:Planning.obligations@milton-keynes.gov.uk)

PLANNING OBLIGATIONS USE ONLY:		STATUS
Release approved by Programme Board?	Name of Board: Public Art	
	Date:	
Release Processed by S106 Admin	Date: 17/7/23	
	Signed: Sharon Price	
Actioned by:	Date:	
	Transfer From (Project Code):	
	Amount (£)	£31460.75
Notes:		

## S106 Funds Release Form

**50CPXS0610** 15/01820/FUL Public Art

(31,460.75)

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## **Bletchley and Fenny Stratford Town Deal**

### **Update Report**

The most recent full meetings of the Town Deal Board took place on 27 February 2023 and 19 June 2023 and the next board meeting will be on 28 September 2023. Agendas and minutes can be found on Milton Keynes City Council's website within the ModGov system using the meeting dates or by consulting the Town Deal website at <https://groundbreakingbletchleyandfenny.co.uk/about/meetings>.

At the most recent meeting the chair and vice-chair of the board were re-elected for another year and a short update was provided by a representative of EWR following the announcement of the route update in May 2023. (This information has already been disseminated to town council members separately.) It was confirmed at the meeting that there is still no date for decision making on an Eastern entrance to Bletchley station but it was suggested an update could be provided in 4-6 weeks from the date of the meeting.

It was noted that the Town Deal programme had been selected for a Deep Dive review by DLUHC as part of a random 5% of Town Deals. Information had been submitted to DLUHC under this process alongside the bi-annual reports to DLUHC.

A programme update followed and full details are in the draft minutes although the clerk has requested an amendment to the minutes to include an item of any other business which was dealt with under the **Revolving Development Fund** item concerning the town council's request that an integrated parking strategy be adopted for the town centre rather than piecemeal parking arrangements for each project. The development brief for the Brunel/Sainsbury's site was already in preparation and consultation on this brief was now anticipated after the end of the summer in early autumn. Following engagement with the town council in June the board heard that the funding split between Queensway and Aylesbury Street had been agreed as an 80/20 split and that the intervention areas had been agreed. It was noted that public consultation on **the Public Realm Improvement** project should be co-ordinated with the Brunel Development Brief consultation.

An extensive review on the Redways project was given with updates on sections 3 and 4 from the Blue Lagoon Reserve to Water Eaton Road. It was anticipated the Blue Lagoon Car Park would re-open to the public in early July. Work continued on the feasibility of the route for the extension of the Redway from Section 4 to Bletchley station via the EW Rail Alliance Site. As previously reported to council MKCC had secured funding of £1.2m from the Government's Active Travel Fund for section 2 of the Redways connecting Newton Leys to the Blue Lagoon Reserve. It is hoped this route will open in 2024.

There were short reports on the **Innovation Hub**, **Tech Park**, **Bletchley Park** and the **Fibre delivery** projects with no significant developments at this stage.

The **Active Marketing of Vacant Sites** was focussing on business engagement, inward investment and marketing of Bletchley. A business event was due to be held at the IOT on 5 July 2023. (The clerk attended this event on behalf of the council and feedback from local businesses was very similar to that provided on previous occasions.)

The report on the **Transport Hub** noted that City Science had produced a costed feasibility study of the scheme delivering the project objectives affordable under the current budget constraints and deliverable within the timeframe of the Town Deal funding. However the most significant risk to this project was work required for railway retaining structure which would involve negotiation and approvals from Network Rail. Next steps would be to refine

the plans and re-run traffic modelling. It was hoped public consultation could take place at the end of the year with delivery planned for 2024-25.

The Board was advised that there is no news which could be shared on Levelling Up Funding Round 3. DLUHC had committed to providing funding but the finer details and timescales had not been agreed.

The Board discussed communication and engagement and it was acknowledged that historically communications could have been improved. A communications plan had now been agreed which would include Bletchley based advertising, the Town Deal website, Social media, a monthly newsletter and business and public events.

The town council's proposal for a community advisory group to support Town Deal decision making had been considered by officers. The Board agreed to set up the group to act as a touchpoint for understanding ongoing project work and terms of reference were approved. Discussion included composition of the groups, potential conflicts of interest and the need to manage expectations as the Board was the decision maker.

Councillors are invited to contact the clerk with any questions on this report or any other aspect of the Town Deal.

D Shephard  
Town Clerk  
20 July 2023



**Budget Summary June 2023**

	<b><u>2023/24</u></b>		
	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b>Variance</b>
<b>REVENUE EXPENDITURE</b>			
Community Grants	31469	46075	<b>14606</b>
Democratic Services	14005	19386	<b>5381</b>
Planters	687	1500	<b>813</b>
Youth Work	7920	16240	<b>8320</b>
Dog Bins	2227	15200	<b>12973</b>
Senior Youth Club	0	30450	<b>30450</b>
Spotlight	7209	20660	<b>13451</b>
Bandstand	119	1165	<b>1046</b>
Community Engagement	5912	40600	<b>34688</b>
Christmas Lights Overhead Exp	-1015	32555	<b>33570</b>
Christmas Event	250	17890	<b>17640</b>
Albert St Toilets	6668	44030	<b>37362</b>
Allotments & Community Orchard	1558	7261	<b>5703</b>
War Memorial	0	600	<b>600</b>
The Chapel	516	2250	<b>1734</b>
Fenny Stratford Community Centre	9736	35641	<b>25905</b>
Professional Fees	10691	11421	<b>730</b>
Community Infrastructure Fund	-4740	13500	<b>18240</b>
Community Projects/Services	-1737	35820	<b>37557</b>
Well-being	10642	52200	<b>41558</b>
Landscaping	15271	124911	<b>109640</b>
Sycamore House (Office)	6883	21355	<b>14472</b>
Sycamore Hall	5519	13851	<b>8332</b>
Staff Costs	118817	492557	<b>373740</b>
74/76 Queensway/Library	652	5000	<b>4348</b>
Council Support Services	23894	107357	<b>83463</b>
Rolling Capital Programme Contribution	0	55000	<b>55000</b>
Town Council Vehicle	5387	6517	<b>1130</b>
Neighbourhood Plan	1703	15000	<b>13297</b>
Newton Leys Pavilion	25869	108147	<b>82278</b>
Market	2330	3249	<b>919</b>
	<b>308442</b>	<b>1397388</b>	<b>1088946</b>
<b>INCOME</b>			
Community Grants	1500	0	<b>-1500</b>
Spotlight	3673	7910	<b>4237</b>
Community Engagement	10742	11490	<b>748</b>
Precept/Grant	589306	1178612	<b>589306</b>
Albert St Toilets	12950	12950	<b>0</b>
Allotments & Community Orchard	90	10060	<b>9970</b>
Landscaping	0	43186	<b>43186</b>
Fenny Stratford Community Centre	9869	38080	<b>28211</b>
Sycamore Hall	312	0	<b>-312</b>
Council Support Services	9571	18400	<b>8829</b>
Neighbourhood Plan	-350	0	<b>350</b>
Newton Leys Pavilion	17085	75000	<b>57915</b>
Market	439	1700	<b>1261</b>
	<b>655187</b>	<b>1397388</b>	<b>742201</b>
<b>NET REVENUE EXPENDITURE</b>	<b>-346745</b>	<b>0</b>	<b>346745</b>

**ROLLING CAPITAL PROGRAMME**

	<b><u>2023/24</u></b>		<b>Variance</b>
	<b><u>Actual</u></b>	<b><u>Budget</u></b>	
Balance Brought Forward	497284	497284	<b>0</b>
Revenue Contribution	0	55000	<b>55000</b>
Sycamore House	0	0	<b>0</b>
Sycamore Hall	0	350000	<b>350000</b>
Fenny Stratford Community Centre	0	3000	<b>3000</b>
Newton Leys Pavilion	0	3000	<b>3000</b>
Landscaping	0	29000	<b>29000</b>
Sycamore Hall IT	0	0	<b>0</b>
Sub Total	0	385000	
Balance Carried Forward	497284	167284	

07/07/2023

## Bletchley & Fenny Stratford Town Council

Page 1

14:22

### Invoices Due for Payment by 31 August 2023

For Purchase Ledger

Pay by Direct Debit

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due	
<b>ACS Office Solutions [ACS]</b>									
29/06/2023	INV432529		INV432529/ACS Office Solutions		29/06/2023	1,062.00		1,062.00	
						<b>Total of Invoices Due (ACS)</b>	<b>1,062.00</b>	<b>0.00</b>	<b>1,062.00</b>
<b>Wave - Anglian Water Business [ANGLIANWAT]</b>									
02/03/2023	11699260		11699260/Wave - Anglian Water		24/03/2023	63.63		63.63	
02/04/2023	11845667		11845667/Wave - Anglian Water		24/04/2023	80.53		80.53	
17/04/2023	11902057		11902057/Wave - Anglian Water		15/05/2023	56.55		56.55	
02/05/2023	11966177		11966177/Wave - Anglian Water		24/05/2023	88.14		88.14	
02/06/2023	12089264		12089264/Wave - Anglian Water		26/06/2023	91.89		91.89	
02/07/2023	12227687		12227687/Wave - Anglian Water		24/07/2023	177.53		177.53	
Telephone :0345 070 4158						<b>Total of Invoices Due (ANGLIANWAT)</b>	<b>558.27</b>	<b>0.00</b>	<b>558.27</b>
<b>Fuelcard Services Ltd [BPFUEL]</b>									
30/06/2023	9005506436		9005506436/Fuelcard Services L		09/07/2023	81.94		81.94	
Telephone :01282 838800						<b>Total of Invoices Due (BPFUEL)</b>	<b>81.94</b>	<b>0.00</b>	<b>81.94</b>
<b>British Gas Business [BRITISHGAS]</b>									
21/06/2023	820827630		820827630/British Gas Business		10/07/2023	195.60		195.60	
04/07/2023	888004588		888004588/British Gas Business		18/07/2023	1,931.31		1,931.31	
05/07/2023	883215759		883215759/British Gas Business		19/07/2023	640.69		640.69	
Telephone :0845 072 3875						<b>Total of Invoices Due (BRITISHGAS)</b>	<b>2,767.60</b>	<b>0.00</b>	<b>2,767.60</b>
<b>BT Telephone Payment Services Ltd [BT]</b>									
01/07/2023	MO89 AS		MO89 AS/BT Telephone Payment S		15/07/2023	255.17		255.17	
02/07/2023	MO26 IO		MO26 IO/BT Telephone Payment S		16/07/2023	53.94		53.94	
						<b>Total of Invoices Due (BT)</b>	<b>309.11</b>	<b>0.00</b>	<b>309.11</b>
<b>Payroll Options [PAYROLLOPT]</b>									
30/06/2023	145726		145726/Payroll Options		30/07/2023	109.90		109.90	
Telephone :01908 630 777						<b>Total of Invoices Due (PAYROLLOPT)</b>	<b>109.90</b>	<b>0.00</b>	<b>109.90</b>
<b>PHS Group plc [PHS]</b>									
25/06/2023	69886651		69886651/PHS Group plc		25/07/2023	379.22		379.22	
01/07/2023	69904403		69904403/PHS Group plc		31/07/2023	22.93		22.93	
Telephone :029 2085 1000						<b>Total of Invoices Due (PHS)</b>	<b>402.15</b>	<b>0.00</b>	<b>402.15</b>
<b>Trade UK [SCREWFIX]</b>									
08/06/2023	1382988168		1382988168/Trade UK		31/07/2023	22.49		22.49	

## Invoices Due for Payment by 31 August 2023

## For Purchase Ledger

## Pay by Direct Debit

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due	
08/06/2023	138298176		138298176/Trade UK		31/07/2023	27.98		27.98	
14/06/2023	1384814779		1384814779/Trade UK		31/07/2023	24.48		24.48	
22/06/2023	1387363778		1387363778/Trade UK		31/07/2023	146.90		146.90	
Telephone :01908 630213									
						Total of Invoices Due (SCREWFIX)	<b>221.85</b>	<b>0.00</b>	<b>221.85</b>
<b>Serco</b>									
28/06/2023	91929075		91929075/Serco		28/07/2023	100.85		100.85	
28/06/2023	92929413		92929413/Serco		28/07/2023	298.85		298.85	
Telephone :0845 337 3166									
						Total of Invoices Due (SERCO)	<b>399.70</b>	<b>0.00</b>	<b>399.70</b>
<b>Tatry Group Ltd [TATRY]</b>									
01/07/2023	2745		2745/Tatry Group Ltd		31/07/2023	2,374.56		2,374.56	
						Total of Invoices Due (TATRY)	<b>2,374.56</b>	<b>0.00</b>	<b>2,374.56</b>
						Total of Invoices Due (Purchase Ledger)	<b>8,287.08</b>	<b>0.00</b>	<b>8,287.08</b>
						<b>TOTAL OF INVOICES DUE (ALL LEDGERS)</b>	<b>8,287.08</b>	<b>0.00</b>	<b>8,287.08</b>

## Invoices Due for Payment by 31 August 2023

## For Purchase Ledger

## Pay by Cheque

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
<b>Access Bedford [ACCESS]</b>								
22/06/2023	22/06/2023		22/06/2023/Access Bedford		22/06/2023	338.50		338.50
Total of Invoices Due (ACCESS)						<b>338.50</b>	<b>0.00</b>	<b>338.50</b>
<b>Beato Burrito [BEATO]</b>								
15/06/2023	ON ACC 317		P/Ledger Electronic Payment		15/06/2023	-100.00		0.00
Total of Invoices Due (BEATO)						<b>-100.00</b>	<b>0.00</b>	<b>0.00</b>
Telephone : Contact :Andy Smith								
<b>Bucks Pest Control [BUCKSPEST]</b>								
05/06/2023	1000001091		1000001091/Bucks Pest Control		05/07/2023	90.00		90.00
Total of Invoices Due (BUCKSPEST)						<b>90.00</b>	<b>0.00</b>	<b>90.00</b>
<b>Ciara Callaghan [CALLAGHAN]</b>								
05/07/2023	005		005/Ciara Callaghan		05/07/2023	25,000.00		25,000.00
Total of Invoices Due (CALLAGHAN)						<b>25,000.00</b>	<b>0.00</b>	<b>25,000.00</b>
Telephone : Contact :Ciara Callaghan								
<b>Clear Channel UK Ltd [CLEARCHANN]</b>								
04/07/2023	0104248756		0104248756/Clear Channel UK Lt		03/08/2023	123.63		123.63
04/07/2023	0104248893		0104248893/Clear Channel UK Lt		03/08/2023	411.43		411.43
Total of Invoices Due (CLEARCHANN)						<b>535.06</b>	<b>0.00</b>	<b>535.06</b>
<b>Cloudy Group Ltd [CLOUDYIT]</b>								
01/07/2023	INV-4798		INV-4798/Cloudy Group Ltd		02/07/2023	1,310.94		1,310.94
05/07/2023	INV-D-01781		INV-D-01781/Cloudy Group Ltd		05/07/2023	1,002.00		1,002.00
Total of Invoices Due (CLOUDYIT)						<b>2,312.94</b>	<b>0.00</b>	<b>2,312.94</b>
<b>Desi Nach [DESINACH]</b>								
10/06/2023	01-384		01-384/Desi Nach		10/06/2023	800.00		800.00
Total of Invoices Due (DESINACH)						<b>800.00</b>	<b>0.00</b>	<b>800.00</b>
<b>Home Counties Toilet Hire [HOMECOUNT]</b>								
30/06/2023	69713		69713/Home Counties Toilet Hir		30/07/2023	31.20		31.20
Total of Invoices Due (HOMECOUNT)						<b>31.20</b>	<b>0.00</b>	<b>31.20</b>
Telephone :01525 270181								
<b>Hygeniq Solutions [HYGENIQ]</b>								
28/06/2023	E250623		E250623/Hygeniq Solutions		30/07/2023	1,983.12		1,983.12

## Invoices Due for Payment by 31 August 2023

## For Purchase Ledger

## Pay by Cheque

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
Total of Invoices Due (HYGENIQ)						<b>1,983.12</b>	<b>0.00</b>	<b>1,983.12</b>
<b>InspireAll Leisure and Family Support Se [INSPIREALL]</b>								
05/07/2023	BLC011415		BLC011415/InspireAll Leisure a		31/07/2023	1,099.00		1,099.00
Total of Invoices Due (INSPIREALL)						<b>1,099.00</b>	<b>0.00</b>	<b>1,099.00</b>
<b>LGRC Associates [LGRC]</b>								
14/11/2022	ON ACC 266		P/Ledger Electronic Payment		14/11/2022	8.00		8.00
Telephone :01404 45973						Total of Invoices Due (LGRC)		
						<b>8.00</b>	<b>0.00</b>	<b>8.00</b>
<b>Locals of the Lakes [LOCOFLAKES]</b>								
18/04/2023	FC23/24-16		FC23/24-16/Locals of the Lakes		18/04/2023	21.00		21.00
Telephone :07946 815595						Total of Invoices Due (LOCOFLAKES)		
						<b>21.00</b>	<b>0.00</b>	<b>21.00</b>
<b>MK Council [MKCOUNCIL]</b>								
01/04/2023	69003054722		69003054722 23/24/MK Council		01/05/2023	3,018.00		3,018.00
01/04/2023	69002910350		69002910350 23/24/MK Council		01/05/2023	1,038.00		1,038.00
01/04/2023	69003279287		69003279287 23/24/MK Council		01/05/2023	1,142.00		1,142.00
01/04/2023	69003200714		69003200714 23/24/MK Council		01/05/2023	4,080.00		4,080.00
01/04/2023	69003279296		69003279296 23/24/MK Council		01/05/2023	1,458.00		1,458.00
01/04/2023	69003248987		69003248987 23/24/MK Council		01/05/2023	1,765.00		1,765.00
Telephone :01908 252502						Total of Invoices Due (MKCOUNCIL)		
						<b>12,501.00</b>	<b>0.00</b>	<b>12,501.00</b>
<b>Marcus Young [MYOUNG]</b>								
01/07/2023	4136		4136/Marcus Young		31/07/2023	1,320.96		1,320.96
Total of Invoices Due (MYOUNG)						<b>1,320.96</b>	<b>0.00</b>	<b>1,320.96</b>
<b>Neal Landscapes [NEAL LSCAP]</b>								
28/06/2023	17223		17223/Neal Landscapes		28/07/2023	576.00		504.00
28/06/2023	17316		17316/Neal Landscapes		28/07/2023	-72.00		0.00
Total of Invoices Due (NEAL LSCAP)						<b>504.00</b>	<b>0.00</b>	<b>504.00</b>
<b>NPower</b>								
16/06/2023	CR07161628		CR07161628/NPower		16/07/2023	-125.38		0.00
16/06/2023	IN07218057		IN07218057/NPower		16/07/2023	62.72		0.00
Telephone :0845 070 9494						Total of Invoices Due (NPOWER)		
						<b>-62.66</b>	<b>0.00</b>	<b>0.00</b>
<b>OVO Energy [OVO]</b>								
12/06/2023	12/06/2023		12/06/2023/OVO Energy		12/06/2023	-129.96		0.00

## Invoices Due for Payment by 31 August 2023

## For Purchase Ledger

## Pay by Cheque

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
Total of Invoices Due (OVO)						<b>-129.96</b>	<b>0.00</b>	<b>0.00</b>
<b>Pink Ladies Cleaning Services [PINKLADIES]</b>								
30/06/2023	06SPOTLIGHT		06SPOTLIGHT/Pink Ladies Cleani		14/07/2023	322.00		322.00
30/06/2023	16SYCAMORE		16SYCAMORE/Pink Ladies		14/07/2023	368.00		368.00
Telephone :07743214819						Total of Invoices Due (PINKLADIES)		
Contact :Kay West						<b>690.00</b>	<b>0.00</b>	<b>690.00</b>
<b>Reggaematik Entertainment [REGGAEMATI]</b>								
22/05/2023	003		003/Reggaematik Entertainment		21/07/2023	1,200.00		900.00
15/06/2023	ON ACC 316		P/Ledger Electronic Payment		15/06/2023	-300.00		0.00
Total of Invoices Due (REGGAEMATI)						<b>900.00</b>	<b>0.00</b>	<b>900.00</b>
<b>Ricoh UK LTD [RICOH]</b>								
30/06/2023	4022_011		4022_011/Ricoh UK LTD		30/07/2023	3,290.09		3,290.09
Telephone :01604 814815						Total of Invoices Due (RICOH)		
						<b>3,290.09</b>	<b>0.00</b>	<b>3,290.09</b>
<b>Securitas Security Serves (UK) Ltd [SECURITAS]</b>								
09/05/2023	S-SIN1399346		S-SIN1399346/Securitas Securit		08/06/2023	12.80		12.80
09/06/2023	S-SIN1399477		S-SIN1399477/Securitas Securit		09/07/2023	48.00		48.00
Total of Invoices Due (SECURITAS)						<b>60.80</b>	<b>0.00</b>	<b>60.80</b>
<b>SES Business Water [SES]</b>								
27/06/2023	5		5/SES Business Water		27/06/2023	42.31		42.31
Total of Invoices Due (SES)						<b>42.31</b>	<b>0.00</b>	<b>42.31</b>
<b>Shred-It</b>								
28/06/2023	9505925870		9505925870/Shred-It		28/07/2023	113.33		113.33
Telephone :0800 028 1164						Total of Invoices Due (SHRED-IT)		
						<b>113.33</b>	<b>0.00</b>	<b>113.33</b>
<b>Southern Electric [SOUTHERN]</b>								
30/06/2023	C/A 194183051		C/A 194183051 22/23/Southern E		14/07/2023	426.35		426.35
Telephone :0845 0701699						Total of Invoices Due (SOUTHERN)		
						<b>426.35</b>	<b>0.00</b>	<b>426.35</b>
<b>Tool Hire Ltd [TOOLHIRE]</b>								
29/06/2023	QU-0004		QUOTE/Tool Hire Ltd		29/06/2023	324.00		324.00
Telephone :01525 657255						Total of Invoices Due (TOOLHIRE)		
						<b>324.00</b>	<b>0.00</b>	<b>324.00</b>

## Invoices Due for Payment by 31 August 2023

## For Purchase Ledger

## Pay by Cheque

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due	
18/02/2023	291632907/23CR		291632907/23CR/Total Gas & Pow		18/03/2023	-0.01		0.00	
Telephone :01737 275800									
						<b>Total of Invoices Due (TOTALGAS)</b>	<b>-0.01</b>	<b>0.00</b>	<b>0.00</b>
<b>West Bletchley Wellbeing Counselling [WBWB]</b>									
29/06/2023	WBWB/WBBFS-		WBWB/WBBFS-010/West		29/06/2023	6,300.00		6,300.00	
Telephone :01908 370860									
Contact :Diana Savage									
						<b>Total of Invoices Due (WBWB)</b>	<b>6,300.00</b>	<b>0.00</b>	<b>6,300.00</b>
						<b>Total of Invoices Due (Purchase Ledger)</b>	<b>58,399.03</b>	<b>0.00</b>	<b>58,691.66</b>
						<b>TOTAL OF INVOICES DUE (ALL LEDGERS)</b>	<b>58,399.03</b>	<b>0.00</b>	<b>58,691.66</b>