



Public Document Pack

Bletchley and Fenny Stratford Town Council

There will be a meeting of the Full Council on Tuesday, 26th September, 2023 to be at Newton Leys Pavilion, Furzey Way commencing at 7.30 pm to transact the items of business set out in the agenda below. The meeting will also be streamed live via the Town Council's YouTube channel.

Delia Shephard
Clerk to the Council
Monday, 18 September 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 the draft minutes of meeting Tuesday, 25 July 2023 of Full Council (Pages 1 - 6)
4. Public Speaking
To receive representations from members of the public on items on the agenda and to hear questions from members of the public about council business which may not be listed on the agenda.

Members of the public who wish to present a spoken or written representation should contact the Clerk no later than 12 noon on the day before the day of the meeting in order to register to be heard 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

Please be aware that meetings may be recorded and live streamed including the representations made by members of the public.

5. To note the minutes of recent meetings of committees of the council and to consider any recommendations contained therein
 - i Community Committee
 - ii Finance & Governance Committee
 - iii Environment & Planning Committee
 - iv Employment Policy Committee
 - v Appeals Committee

- (i) To note that the meeting of the Community Committee due to take place on 8 august was cancelled due to anticipated lack of a quorum

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

- (ii) Minutes of meeting Tuesday 22 August 2023 Finance and Governance Committee (Pages 7 - 10)
 - (iii) Minutes of meeting Tuesday, 5 September 2023 of Employment Policy Committee (Pages 11 - 14)
 - (iv) Minutes of meeting Tuesday, 12 September 2023 of Environment and Planning Committee (Pages 15 - 18)
6. To note current casual vacancies and to note current councillor attendance records (Eaton South Ward, Fenny Stratford Ward, Queensway and Denbigh Ward) (To Follow)
7. To review and comment on planning applications due to be considered by local planning authorities
- (i) 23/02673/SO Development of a renewable energy generating station comprising ground-mounted photovoltaic solar arrays, battery energy storage system (BESS) together with ancillary infrastructure, internal access tracks, security measures and landscaping enhancements Bletchley Landfill Site (Pages 19 - 32)
 - (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 33 - 58)
 - (iii) 23/02004/NMA - Lakes Estate Stoke Road Bletchley Milton Keynes - Non-material amendment seeking to amend the community hub floorspace (phase A) and the materiality, appearance, massing, balconies, cycle storage and the internal building layout of the proposed buildings as well as the landscaping and boundary treatment (relating to permission ref. 20/00942/OUT for Hybrid application for the redevelopment of the Lakes Estate, comprising: a) Full consent for development of 'Phase A' to provide 308 dwellings, 160sqm flexible retail floorspace, 613sqm community hub floorspace, 220sqm light industrial floorspace, 200sqm for a nursery and an energy centre, and various works; and b) Outline consent (all matters reserved except access, layout and scale) for the demolition of Serpentine Court and the development of 'Phase B' to provide 217 residential dwellings, an extra care facility providing 64 homes, 756sqm of flexible retail floorspace (Use Class A1-A5), car parking, cycle parking and assoc (Pages 59 - 64)
8. To note proposed stopping up orders on the Lakes estate which are necessary for the proposed regeneration works
- (i) Stopping up Oder - Burnmoor Close, MK2 3QG (Pages 65 - 72)
 - (ii) Stopping up order - Warren Park (Pages 73 - 78)
 - (iii) Stopping up order - Tummell Way (Pages 79 - 84)
 - (iv) Stopping up order - Serpentine Court (Pages 85 - 90)
9. To note MKCC's consultation on an amended Local Enforcement Plan and to consider making a response

[Amended Local Enforcement Plan consultation](#)

10. To note changes to bus routes affecting the Lakes and Newton Leys and to consider any further actions (Pages 91 - 92)
11. To receive an update report on the Bletchley and Fenny Stratford Neighbourhood Plan consisting of a revised project plan and draft emerging policies (Pages 93 - 102)
12. To note the likely availability of "cost of living crisis" funding from MKCC to support residents and to authorise the clerk to apply for funding (if/when available) and to delegate arrangements for activities to support the community to the Community Committee
13. To note previous council decisions and confirm arrangements for resident consultation in anticipation of budget preparation
14. To note the achievement of the LGAS award scheme at Quality level to Bletchley and Fenny Stratford Town Council effective from July 2023 (Pages 103 - 106)
15. Financial Matters
 - (i) To note the conclusion of the limited assurance audit for 2022/23 and the publication of the notice of conclusion of the audit (Pages 107 - 114)
 - (ii) To note summary financial report showing income and expenditure against budget to 31 August 2023 (Pages 115 - 116)
 - (iii) 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 117 - 122)
 - (iv) To note confirmation of the planned increase in allotment rents to take effect in October 2024
 - (v) To note the timetable for preparation of the draft budget for 2024-2025 and to draw councillors' attention to the need to make any proposals for activities or events which affect the budget as soon as possible

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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 at Newton Leys Pavilion, Furzey Way, Newton Leys on Tuesday, 25th July, 2023 commencing at 7.30 pm

Present: Cllrs R Graham, S Browne, K Ely, R Haine, E Hume, E O'Rourke, A Segebrecht, M Wymer and A Khanom

Absent: Cllrs S Clark, S Elhasoglu, L Campbell and M Imran

Apologies: Cllrs E Kelly-Wilson, A Palmer, G Bedford, U Osumili, T Stephens and I Hussein

In attendance: John Fairclough (Support Services Manager) and Delia Shephard (Town Clerk)

Min Ref

- FC23/24-45 **Councillors' apologies for absence**
It was RESOLVED to note the apologies for absence and the absences without apologies as listed above.
- FC23/24-46 **Councillors' declarations of interest in matters on the agenda**
No declarations of interests were made at this stage in the meeting.
- FC23/24-47 **Approval of minutes of last meeting of full council**
It was RESOLVED that the draft minutes of the meeting held on 23 May 2023 be approved as a correct record of the meeting.
- FC23/24-48 **Public Speaking**
The Vice-chair of Water Eaton Residents Association made representations in support of his proposal (originally made at the annual meeting of electors) that the town council should consider employment of a parking education officer.

In summary long standing parking concerns were highlighted, particularly the lack of progress with parking management in Queensway and parking enforcement across the area. It was made clear that Water Eaton Residents Association was keen to find the best way to resolve these issues and believed that the employment of a parking education officer should be considered as this had been successful in West Bletchley.
- FC23/24-49 **Casual vacancies in Fenny Stratford Ward and Eaton South Ward and arrangements for co-option**
It was RESOLVED to note the two casual vacancies in Fenny Stratford and Eaton South Wards which had been advertised in the council's most recent newsletter. The clerk confirmed that the council would continue to promote these opportunities for potential new councillors and the casual vacancies would be a standing item on full council until the seats were filled.
- FC23/24-50 **Elections of members to committees and or working groups**
Members were reminded that following the annual meeting of council there were vacant seats on the Community Committee (2 seats), Environment and Planning Committee (3 seats), Finance and Governance Committee (3 seats).

It was RESOLVED to elect Cllr Segebrecht to the Environment and Planning Committee and to the Finance and Governance Committee.



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There were also opportunities to join the Sycamore Buildings Working Group and the Neighbourhood Plan Steering Group.

It was RESOLVED to elect Cllr O'Rourke to the Neighbourhood Plan Steering Group.

The Vice-chair of the council noted the next Neighbourhood Plan Steering Group meeting due to be held on 3 August 2023 and stressed that there were continued opportunities for councillors and residents to be involved in the neighbourhood planning process.

FC23/24-51 **Town Council representative to the Community Advisory Group of Bletchley and Fenny Stratford Town Deal**

Following the creation of a Community Advisory Group to inform the decision-making processes of Bletchley and Fenny Stratford Town Deal (as previously requested by the town council), it was RESOLVED that the chair of council be elected as the Town Council's representative to this group with the opportunity to send a substitute if required. It was noted that the first meeting of the group would be on 31 July 2023 and would be held online.

FC23/24-52 **To note the minutes of recent meetings of committees of the council and to consider any recommendations contained therein**

FC23/24-52.i **Minutes of meeting Tuesday, 6 June 2023 of Employment Policy Committee**

It was RESOLVED that the draft minutes be noted.

FC23/24-52.ii **Minutes of meeting Tuesday, 20 June 2023 of Finance and Governance Committee**

It was RESOLVED that the draft minutes be noted.

Cllr Ely then declared a disclosable pecuniary interest in the following recommendation due to his membership of the LGPS and took no part in discussion or voting on this item.

It was RESOLVED that the recommendation of the committee (minute reference FC23/24-29i) to adopt a revised LGPS Discretions Policy be approved.

FC23/24-52.iii **Minutes of meeting Tuesday, 27 June 2023 of Community Committee**

It was RESOLVED that the draft minutes be noted.

FC23/24-52.iv **Minutes of meeting Tuesday, 11 July 2023 of Environment and Planning Committee**

It was RESOLVED that the draft minutes be noted.

Minute reference EPC23/24-19 concerned the 2024-35 Community Infrastructure Fund (CIF) and it had been 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 had not been possible to provide a detailed report on this potential project for members in time for the meeting on 25 July 2023. The closing date for the scheme was 31 August 2023. As specified on the agenda of full council, the clerk suggested that the Town Council considered 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 was £20,000 from a town council matched by £20,000 from MKCC. The sum of £20,000 fell within the remit of the committee.)



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Following discussion it was RESOLVED that

- i the principle of an application to the CIF for solar panels at Newton Leys Pavilion be approved
- ii the detail of the application be approved by the Finance and Governance Committee at its meeting on 22 August 2023.

Regarding minute reference EPC23/24-21 concerning Newton Leys Football Pitches it had been RESOLVED to pursue interest from clubs and negotiate the best possible arrangement for the forthcoming season with a view to taking a proposal for decision to full council meeting on 25 July 2023. As noted on the agenda, negotiations had continued with other clubs but officers were not yet able to present a costed proposal to the council.

It was RESOLVED to note that the approval of this item would be returned to the Finance and Governance Committee for consideration on 22 August 2023.

FC23/24-53 **To review and comment on planning/licensing applications due to be considered by Milton Keynes Council**

FC23/24-53.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**

It was noted that this planning application had been considered by the Environment and Planning Committee but since then more information had become available and it was hoped that a further submission would be acceptable to the local planning authority.

Discussion followed during which Cllr Segebrecht made representations and noted that whilst he did not consider he had disclosable pecuniary interest in this matter he drew attention to his residence in Simpson Road near the proposed development site. Members were concerned that this re-submission of a previous application for the same site had been amended but the amendments did not take sufficient note of previous objections to the development.

It was RESOLVED to object to the proposed development on the grounds that the traffic and parking problems had not been sufficiently addressed and consideration had not been given to the impact of road safety improvements around the level crossing.

FC23/24-53.ii **23/01464/HOU - 12 Montserrat Court Newton Leys MK3 5PR**

It was RESOLVED that the town council would object to the proposed ancillary building on the grounds that this was an overdevelopment of the original site and had the potential to place additional parking demands on the area.

FC23/24-54 **Proposal put forward at the May 2023 Annual Meetings of electors that Bletchley and Fenny Stratford Town Council consider employment of a Parking Education Officer**

A clerk's report including information about the purpose of a parking education officer post, a potential job description and estimated costings had been circulated with the agenda. The report drew on the experience and positive outcomes from the work of the parking education officer at West Bletchley Council.

Robust discussion followed during which Cllr Hume joined the meeting. In summary,



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members recognised the well-known concerns about parking management in the area but expressed doubts about the ability of any parking education officer to effect change to parking behaviours in Bletchley town centre without any enforcement powers. On this basis there was concern about the value for money of such a post, the impact on precept of this post and the fact that there was no revenue budget allowance for this for the financial year 2023-24.

It was RESOLVED that this proposal be considered further alongside the council's other priorities during the budget setting process for 2024-25.

FC23/24-55

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

It was RESOLVED to note the application.

FC23/24-56

Proposal for street naming and addresses within the new housing development at Albert Street

The town council had been consulted by Milton Keynes City Council about street naming and addresses for the development formerly known as Bletchley View near Albert Street, the name being proposed by the developers being Beacon Place. Councillors questioned the connection of this name with any local history and geography and noted the nearby road names, Princes Way, Albert Street, Earls Close, Barons Close, Saxon Street which had a royal/court connection.

It was RESOLVED to suggest the name Elizabeth Place as an alternative to Beacon Place and if this was unacceptable to suggest a name which was connected to the nearby street names.

FC23/24-57

Newton Leys Matters

FC23/24-57.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

The clerk noted that MKCC had now asked the town council to agree to a land transfer rather than an easement (as previously approved in principle by the town council) to accommodate construction of part of Section 2 of the Bletchley red way development which was planned to run alongside the football pitches at Newton Leys. It was RESOLVED to proceed based on a land transfer.

It was RESOLVED to note the draft transfer map and heads of terms and to instruct the clerk to report on the matter to the Finance and Governance Committee in future. The clerk noted that MKCC would be paying the town council's legal costs and that Taylor Wimpey would need to approve the transfer due to an existing covenant on the land.

FC23/24-57.ii

Spending of S106 public art funding alongside the red way at Newton Leys

It was RESOLVED to support the proposed use of S106 funding in the sum of £31,460.75 from S106 agreement 15/01820/FUL (Land west of Jersey Drive) by MKCC's public art team for the purpose of enhancing the new red way connecting Newton Leys to the Blue Lagoon through public art. This project was intended to explore the heritage of the place and its brick connections and the S106 funding would be used a match funding as part of larger bid.



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- FC23/24-58 **Resubmission of planning application for Sycamore House/Hall following completion of emergent bat surveys**
Cllr Ely gave an update on a meeting of the Sycamore Buildings Working Group which had been held on 20 July 2023. Member had discussed the findings of emergent bat surveys undertaken earlier in the summer. The ecologist's findings did not demonstrate any use of the building by bats during the surveys but the roofs of both Sycamore buildings must continue to be regarded as potential roosts. However the bat mitigation measures suggested appeared straightforward. Bat droppings collected in autumn 2022 had been sent for DNA analysis to identify the species involved. These results were due in early August. It would then be possible to resubmit the planning application with this information. If planning permission were to be granted any work would be required to be undertaken under licence from DEFRA. Cllr Ely also confirmed that the working group were now focusing on a review of high-level costings for the project.
- It was RESOLVED to note the intended resubmission of the planning application as previously approved by council on receipt of the DNA analysis.
- FC23/24-59 **Oral update on matters concerning the Bletchley and Fenny Stratford Neighbourhood Plan**
In the absence of Cllr Hussein the clerk advised that a joint meeting of the Neighbourhood Plan steering group and the environment and Development Task Forces was due to be held on 3 August 2023. The hard work of the volunteers in the task groups meant that the planning consultants were now working on emerging policy ideas which would be discussed at that meeting. The funding window at Locality had reopened on 25 July 2023 and the clerk had begun process of reapplying for grant funding.
- FC23/24-60 **Clerk's update report on recent Town Deal matters**
It was RESOLVED to note the clerk's written report which had been circulated with the agenda and which included an update on the most recent meeting of the board and a summary of progress on the individual projects within the Town Investment Plan including the Transport Hub.
- It was unanimously RESOLVED to reaffirm the town council's staunch support of an eastern entrance to Bletchley station and the clerk was instructed to write to Iain Stewart MP and to Network Rail to this effect.
- FC23/24-61 **Summary financial report showing income and expenditure against budget to 30 June 2023**
It was RESOLVED that the financial reports showing income and expenditure against budget and balance sheet for the council at 30 June 2023 be noted.
- FC23/24-62 **Ratification of a list of payments made or due to be made by the council before the next meeting of the Finance & Governance Committee**
It was RESOLVED that the list of payments made or due to be made by the council before the next meeting of the Finance and Governance Committee be ratified.

The meeting closed at 8.53 pm

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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, 22nd August, 2023 commencing at 7.30 pm

Present: Cllrs K Ely, S Browne, R Graham, R Haine, E O'Rourke and U Osumili

Absent:

Apologies: Cllrs E Kelly-Wilson and Cllr A Segebrecht

In attendance: Cllr Liz Campbell (non member of committee), Cllr Segebrecht (member of the committee attending virtually) Delia Shephard (Town Clerk) and Alison Brown (Finance Manager acting as clerk to the committee)

Min Ref

- FC23/24-38 To note apologies for absence**
It was RESOLVED to note the apologies listed above.
- FC23/24-39 To note councillors' declarations of interest in matters on the agenda**
Cllr Haine declared an interest in agenda item 7(ii), which concerned the application for a premises licence at the Postal Club, of which Cllr Haine is a member. Cllr Haine advised that he would leave the meeting for discussion and voting on this item.
- FC23/24-40 To approve the draft minutes of the previous meeting of the committee**
It was RESOLVED that the draft minutes of the previous meeting on 20 June 2023 be approved as a correct record.
- FC23/24-41 Public Speaking Time**
A representative from MK Gallacticos FC spoke in regards to the proposal made in respect of item 11 on the agenda.

Two representatives from the Friends of Bletchley Station gave a brief presentation in support of the grant application to be discussed in item 5 of the agenda.

All the representatives left the meeting prior to moving on to agenda item 5.
- FC23/24-42 To consider a grant application from Friends of Bletchley Station in the sum of £1,009.00**
It was RESOLVED to award a grant of £1,009.00 to the Friends of Bletchley Station to be used for materials, printing and scanning to support production and installation of additional interpretation boards at Bletchley station.
- FC23/24-43 To review and comment on any planning applications due for review by Milton Keynes City Council**
- FC23/24-43i 23/01616/HOU - 28 Saffron Street MK2 3AH - Erection of a two-storey side extension and additional parking space**
It was RESOLVED to make no comments on the planning application.
- FC23/24-43ii 23/01670/FULM - The Premier Academy Saffron MK2 3AH - Variation of condition 3 (Hours of use and hours allowed for amplified sound) and condition 5 (Restricting availability for hire) seeking to allow simultaneous use of both buildings and for their use to be extended by one hour including the playing of**



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amplified sound (of permission ref. 14/01224/FUL relating to the removal of conditions 4 (use only as a school and not for hire) and 10 (opening hours) attached to application 11/01192/FUL for the erection of multi-purpose hall.

The Town Council RESOLVED to object to the planning application on the grounds of the potential negative effects on both neighbours and the community particularly due to noise, nuisance and traffic congestion.

- FC23/24-43iii **12/01766/FULM - The Premier Academy Saffron Street Bletchley Milton Keynes MK2 3AH - Variation of conditions 2 (hours of use and hours for amplified sound) and 4 (restricting availability for hire) seeking to allow simultaneous use of Harrison Hall and Eat 'n' Hall and for their use to be extended by one hour including the playing of amplified sound (relating to permission ref. 15/02346/FUL Removal of conditions 6 (use only as a school and not for hire) and 12 (opening hours) attached to application 13/02594/FUL for a proposed school canteen, dance and IT facilities) At: The Premier Academy Saffron Street Bletchley Milton Keynes MK2 3AH**
The Town Council RESOLVED to object to the planning application on the grounds of the potential negative effects on both neighbours and the community particularly due to noise, nuisance and traffic congestion.
- FC23/24-43iv **23/01729/FUL - Menzies Distribution Solutions Ltd Dawson Road MK1 1LG - The erection of a temporary ancillary single-storey storage building on existing hardstanding**
It was RESOLVED to make no comments on the planning application.
- FC23/24-43v **23/01819/HOU - 12 Read Loke Eaton Leys MK17 9GY - Garage conversion with side extension for use as living accommodation/office and addition of part wall/part fence enclosure with gate**
It was RESOLVED to make no comments on the planning application.
- FC23/24-44 **To note applications due to be considered by MKCC for trading licences**
- FC23/24-44i **159539 - Jayj's - Trading at Agora Car Park Bletchley - Trading Consent Renewal**
It was RESOLVED to make no comments on the licensing application.
- FC23/24-44ii **JMH05512 -The Postal Club Rear of 14 Queensway Bletchley MK2 2AA - New Premises Licence Application**
It was RESOLVED to make no comments on the licensing application.
- FC23/24-44iii **167194 - Secret Pleasures, 28 Watling Street, Bletchley, MK2 2BL - Establishment License.**
It was RESOLVED to make no comments on the licensing application.
- FC23/24-45 **To note the conclusion of the limited assurance audit for 2022-23 and the publication of the notice of conclusion of the audit**
It was RESOLVED that the completion of the limited assurance audit for 2022-23 be noted along with the publication of the notice of conclusion of audit and forwarded to the next full council meeting for approval. Councillors asked that their thanks to the Responsible Finance Officer and the staff team for their work throughout the year be minuted.
- FC23/24-46 **Financial reports**
- FC23/24-46i **To review and note a financial management information report showing income**



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and expenditure against budget for the year to 31 July 2023

Following questions it was RESOLVED that the report be noted.

- FC23/24-46ii **To review and note cash and investment reconciliations to 31 July 2023**
The Responsible Finance Officer (RFO) reminded members of the committee about the Financial Regulations and the requirement that bank statements and reconciliations should be signed off by a member of the committee.
- It was RESOLVED that the cash and investment reconciliations be noted.
- FC23/24-46iii **To ratify a list of payments made or due to be made to 31 August 2023**
It was RESOLVED that the list of payments made or due to be made which had been published with the agenda be ratified.
- FC23/24-46iv **To review and note the council's balance sheet as at 31 July 2023**
It was RESOLVED that the balance sheet to 31 July 2023 be noted.
It was RESOLVED that the list of individual transactions over £500 for the period be noted.
- FC23/24-47 **To note the Partial Exemption Calculation for 2022/23**
Members noted correspondence received from the Parkinson Partnership confirming that, as expected, the council had breached its de-minimis VAT limit for 2022-2023 with £28,282 being attributable to exempt activities and therefore the council was liable for repayment. The Finance Manager (RFO) stated that the adjustment would be reflected in the VAT Return to 30 September 2023.
- The RFO advised members that as the council had now Opted to Tax the Fenny Stratford Community Centre, Newton Leys Pavilion and the Sycamore Complex, the council should not breach the de-minimis limit of £7,500 in the current financial year.
- FC23/24-48 **To approve the detail of a CIF application for introduction of solar roof panels at Newton Leys Pavilion which was agreed in principle at full council on 25 July 2023**
It was RESOLVED to approve a CIF Application to be submitted to Milton Keynes City Council requesting funding for a project to install photovoltaic panels at Newton Leys Pavilion and to ensure that the town council budget for 2024/25 included an amount of £20,000 which would be the town council's match funding contribution if the application should be successful.
- FC23/24-49 **To note an update on the council's delivery plan for 2023/24**
It was RESOLVED to note the update on progress with the 2023/24 delivery plan.
- FC23/24-50 **To consider a report on recent weekend bookings at Newton Leys Pavilion**
The Clerk summarised the main issues highlighted in a report about continued adverse experiences with certain bookings at Newton Leys Pavilion and the need examine mitigations and solutions to the current issues.
- It was RESOLVED to convene a meeting of the Newton Leys Pavilion Bookings task and finish group to review the issues in detail at the earliest opportunity in September.
- FC23/24-51 **Exclusion of the public for the following items 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 since the reports to be discussed included



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commercially sensitive information about local football clubs.

FC23/24-52

To consider a report and make decisions on the on the letting of football pitches at Newton Leys Pavilion for the next football season

Members had received a confidential and detailed report on proposals for use of football pitches at Newton Leys Pavilion and the discussions which had been held with different a range of local clubs. It was noted that the cost of maintaining and marking out the pitches would be £11,000 per annum.

It was RESOLVED to enter into a three-year contract with Tattenhoe Football Club for exclusive use of the football pitches at Newton Leys Pavilion based on a pitch and changing room fee agreement of £9,000 in the first year, £10,000 in the second year and £11,000 in the third year. The reasons for selection of Tattenhoe Football Club included their ethos of "football for all" and their track record as a responsible and well-run club, their commitment to bringing youth football to Newton Leys, their ability to make best use of all the available pitches and their offer of funding which was the highest offered by any club.

Following consideration of three quotes it was RESOLVED to approve purchase of nets and goals from the supplier detailed below using remaining funds from the S106 agreement for set up and fit out costs for the pavilion.

Supplier	Forza
Adult	£3,249.00
Junior 11v11	£3,165.00
9v9 Junior	£2,832.00
Delivery	£999.00
Discount	£1,110.00
Total	£9,135.00
Delivery Time	2-4 days

The meeting closed at 8.33 pm



Bletchley and Fenny Stratford Town Council

Minutes of a meeting of the Employment Policy Committee of Bletchley and Fenny Stratford Town Council held at Meeting Room, Sycamore House, Drayton Road, Bletchley on Tuesday, 5th September, 2023 commencing at 7.30 pm

Present: Cllrs G Bedford, K Ely, E Hume and E Kelly-Wilson

Absent:

Apologies: U Osumili

In attendance: Delia Shephard (Town Clerk)

Min Ref

- EMPC23-2440 **Councillors' apologies for absence**
It was RESOLVED that apologies for absence from Cllr Osumili be noted.
- EMPC23-2441 **Councillors' declarations of interest in matters on the agenda**
There were no declarations of interests made by councillors.
- EMPC23-2442 **Minutes of the previous meeting**
It was RESOLVED that the draft minutes of the meeting of the committee held on 15 June be approved as a correct record.
- EMPC23-2443 **Public Speaking**
There were no representations from members of the public.
- EMPC23-2444 **Report on health and safety matters affecting employees and council activities**
The clerk gave an oral report noting that outstanding action points from the last full council health and safety audit had now been completed with the introduction of a new fire door and fire-retardant boarding to the stairs at Sycamore House (as previously approved). The annual inspection visits by the town council's "competent person" were now due and scheduled to take place during September 2023. These would result in a new health and safety action plan. Since the last meeting the employee team had been increased with the introduction of the landscaping service and the depot at Barton Road would be included in the review. Risk assessments and method statements had been prepared and were being used for all landscaping activities and all staff had been provided with appropriate PPE, equipment and facilities for work.
- All council staff including landscaping operatives had recently undertaken first aid training (refresher training for several employees) and first aid equipment had been kept up to date.
- EMPC23-2445 **Employee performance appraisals**
It was noted that performance appraisals of all employees were due to be conducted prior to Christmas and members had had the opportunity to review relevant the current policy documents to consider any potential changes. The clerk advised that the LCAS accreditation panel which had recently considered the town council's successful application for quality status had highlighted the town council's key competency framework for employees as being an excellent example.

It was RESOLVED that no changes to the policies and documents be recommended.



Bletchley and Fenny Stratford Town Council

- EMPC23-2446 Review of employee contracts and handbook and consideration of need for any additional HR policies**
The council's employment law advisor WorkNest had proposed a review of current model employment contracts and the non contractual employee handbook to ensure compatibility with current legislation. It was RESOLVED to note that the review would take place; committee members were invited to submit any comments on the existing documents and it was agreed that inclusion of a menopause policy should be considered.
- EMPC23-2447 Statement from UNISON regarding JNC pay negotiations between employers and unions in relation to the 2023/24 pay scales**
A statement from Unison had been circulated before the meeting which signaled the union's decision not to recommend industrial action to its member on local government pay. Unison had also stated that it was in the process of talking to GMB and Unite so that the pay dispute for 2023/34 could be resolved as quickly as possible. Therefore it seemed likely that the employers full and final pay offer of a flat rate increase of £1,925 pa for all SCP from 2 to 43 and 3.88% for all SCP above would be accepted. Members expressed their dismay that the dispute was still unresolved and it was RESOLVED to note the position.
- EMPC23-2448 Review of management report showing expenditure against budget for the year to date on employment matters and preliminary consideration of issues affecting the 2024-25 staff budget**
A report of expenditure on staff (Cost centre 501) was discussed and it was agreed that staff costs in 2024-25 were likely to increase further due to the anticipated annual pay awards. Members also commented that the employee structure might still need further amendment in view of current workloads.
It was RESOLVED to scrutinise the staffing budget in detail at the meeting due to be held on 7 November 2023 with particular emphasis on the non payroll lines in the budget.
- EMPC23-2449 Exclusion of Public and Press**
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 because of the confidential nature of the business to be transacted which would include discussion of individual employees and individual terms and conditions of employment.
- EMPC23-2450 Confidential clerk's report concerning the employee team including day to day management, implementation of previously agreed contractual and personnel changes and to consider future planning and employment policy matters**
The clerk asked that it be minuted that her report for the committee contained one omission ie that an Employee Assistance programme had been introduced as instructed by the committee at a cost of £8.90 per year per employee using a scheme brokered by BMKALC with the provider TP Health trading as Optima. This scheme had provided by far the best value provision of an external 24/7 telephone support service for employees as requested by the committee. It was RESOLVED that the use of clerk's delegated powers to accept this quote and implement the scheme be ratified.

Members discussed the clerk's confidential report (Confidential Employment Report prepared for Employment Policy Committee Meeting on 5 September 2023) in detail covering the following topics.



Bletchley and Fenny Stratford Town Council

i Employee structure

Following decisions made at the last meeting of the Employment Policy Committee it was RESOLVED to note that changes to the proposed new employee structure had been implemented and one person had left the council's employment. Members also noted the consultation pack which had been used to discuss the changes with the employees directly affected (this had been included in the meeting pack) and which reflected the decisions made at the last meeting of the committee. The changes were considered necessary to facilitate more efficient distribution of tasks across the workforce and to reflect the council's current business priorities.

Members also noted that the job description and title of the full time Town Ranger would be changed by agreement with the employee to that of Environment and Premises Caretaker as soon as practicable. The job title of the Landscape and Environment Officer had already been changed to that of Landscape and Environment Supervisor by agreement with the employee.

ii Recruitment

It was RESOLVED to note that recruitment to all vacant posts within the town council's approved staff structure had been completed and to note the details contained in the confidential report.

iii Lone working

It was RESOLVED to note that the town council's lone working contract with Lone Worker Solutions ended on 3 July 2023 and had not been renewed and that all council staff had work mobile phones but for two employees to always keep in contact with line managers.

It was RESOLVED that a work mobile phone should also be provided for these two members of staff as they also engaged in lone working at council premises and in the community. It was planned to discuss lone worker safety as part of the annual WorkNest Health and Safety visit and to consider if any further measures were necessary.

iv Deputy Town Clerk

It was noted that the increase of one SCP and change to the job title of the Support Services Manager approved at the last meeting of the council had been implemented.

v Environment and Premises Manager

It was RESOLVED to approve new core hours for this member of staff as laid out in the report on a trial basis and on the understanding that the working day should generally start at Sycamore House rather than Barton Road depot.

vi Annual leave entitlement

The report had confirmed that the annual leave entitlement which had been offered by the town council to employees since 2003 was more generous than the contractual provision included within the local government "Green Book". It was RESOLVED to note and consolidate the existing annual leave conditions and to note that if any future national pay awards included additional days of leave these need not necessarily be implemented to remain compliant with the Green Book.

It was RESOLVED to instruct the clerk to explore the cost of a subscription to the Green Book (rather than relying on seeking information/updates from SLCC, NALC or WorkNest as at present). It was further agreed to make explicit the connection between the town council's terms and conditions of employment and the terms and conditions of the Green Book in the forthcoming review of the handbook and contracts.



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vii Workload and related issues

The clerk's report included information on the priorities and work plan for the forthcoming period including information about relocation of some staff within Sycamore House to improve reception of visitors and provide a confidential workspace for finance matters. The report also drew attention to the issue of "problem" bookings at Newton Leys which was still having an impact on staff and was due to be addressed by the NLP Bookings working group. The report also anticipated some challenging issues with the introduction of organised football at Newton Leys.

Members discussed councillor vacancies, attendance and engagement and the impact this had on the effectiveness of the officer team.

It was RESOLVED to note the report.

The meeting closed at 9.02 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 on Tuesday, 12th September, 2023 commencing at 7.30 pm

Present: Cllrs R Haine, E Kelly-Wilson, E O'Rourke and A Segebrecht

Absent:

Apologies: Cllrs R Graham, I Hussein and A Palmer

In attendance: Will Allen (Environment and Premises Manager acting as Clerk) and Delia Shephard (Town Clerk, present for part of meeting only)

Min Ref

- EPC23/24-26 **To note councillors' apologies for absence**
It was RESOLVED to note the apologies as listed above
- EPC23/24-27 **To note councillor's declarations of interest in matters on the agenda**
No declarations of interest were made.
- EPC23/24-28 **To approve the minutes of the last meeting of the committee**
It was RESOLVED that the minutes of the meeting held on 11 July 2023 be approved as a correct record of proceedings
- EPC23/24-29 **Public Speaking Time**
There were no representations from members of the public.
- EPC23/24-30 **To review planning applications due for determination by Milton Keynes Council**
- EPC23/24-30i **23/01748/FUL - Dawson Rentals Vans Dawson Road MK1 1JN - Demolition of small office building and replacement with storage unit. Rear extension to remaining office building.**
It was RESOLVED to make no comment on the proposed development.
- EPC23/24-30ii **2301344FULM - The Premier Academy Saffron Street MK2 3AH - Variation of wording of condition 7 (Pedestrian Gate Opening Hours) and condition 8 (Emergency Access) seeking amendments to the opening hours of the pedestrian gate and the use of the emergency access route for pedestrian use (relating to permission ref. 15/02346/FUL for the removal of condition 6 (use only as a school and not for hire) and condition 12 (opening hours) attached to application 13/02594/FUL for the proposed school canteen, dance and IT facilities)**
It was RESOLVED to make no comment on the variation of condition wording.
- EPC23/24-31 **To receive an update report on progress with the town council's carbon audit and action plan and to consider next steps including consideration of climate change priorities which may impact on the 2024-25 budget**
The commissioned carbon audit had been added to the pack late as it had been received on 11 September 2023. As councillors had little time to read and digest the report it was RESOLVED to note the report and for further discussions and actions to be brought to a later meeting of the council.
It was further RESOLVED that a task and finish group should be formed to deal with



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the findings of the carbon audit and to formulate an action plan and that this should be opened to all councillors who would like to be involved.

- EPC23/24-32 **To receive an update report on use and maintenance of football pitches at Newton Leys**
An update report detailing the arrangements for use of the football pitches, the preparation work completed in readiness for the playing season and the maintenance planned across the year was noted. Councillors were informed that three separate pitches of differing for use by differing age groups had been marked out and goals erected. It was noted that the pitches had been in use for the first time at the weekend of the 9 and 10 September 2023.
- EPC23/24-33 **To receive an update report on the town council's delivery of devolved landscaping services which commenced on 4 September 2023**
It was RESOLVED to note a report that detailed the final preparations completed in readiness for the landscape devolution which had started on 4 September 2023. The report included before and after pictures and details of work undertaken to date. A work plan was provided in the pack with further details of how each category of landscape work would be dealt with and which was split into summer and winter works. Councillors were reminded of the ways in which residents could submit enquiries or raise issues and it was agreed that enquiries should be directed to the Report it appears as much as possible. The committee requested that in addition to updates on progress with the work schedule and enquiry handling, updates be given on environmental impact and consideration of the council's environmental objectives.
- EPC23/24-34 **To note a report showing income and expenditure against budget which falls within the remit of the committee**
A report showing income and expenditure against budget for areas falling within the remit of the committee was noted without comment.
- EPC23/24-35 **Allotment matters**
- EPC23/24-35i **To receive an update report on site management including allotment site occupancy and to consider any changes to current terms and conditions including permission for ponds on plots**
At the Clerk's request it was RESOLVED to defer this item until the next meeting of this committee to allow supplementary information to be added to the Environment and Premises Manager's report.
- EPC23/24-35ii **To recommend an increase of allotment rents due to take effect in October 2024 from 33 p per square metre to 35 p per square metre to be approved on 26 September 2023**
A report detailing the current allotment charge of 33p per square meter and proposed 35p per square meter in line with the council's previously agreed position to raise allotment rents in line with CPI% plus 1 was noted. It was RESOLVED that this new rate be applied from 1 October 2024.
- EPC23/24-36 **To consider any new priorities, projects or anticipated additional spending which may arise during the year 2024-2025 prior to preparation of the town council's annual budget for 2024-25**
The committee made suggestions for projects and priorities for consideration when setting the budget relating to the areas which fall within the remit of the environment and planning committee. These included:



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- allocation of budget to act on findings of carbon audit and work on objectives relating to climate change
- consideration to be given to the town council's buildings maintenance and the need for improvements to the public toilets at Albert Street (the clerk noted this item of business did not fall within the remit of the committee but would be included in budget preparation nevertheless).

The meeting closed at 8.16 pm.

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Our Ref: 3230-01-EIA/CF/SH

24 August 2023

By email only:

Buckinghamshire County Council
Walton Street Offices
Walton Street
Aylesbury
HP20 1UY

By email only: planningcommunications.av@buckinghamshire.gov.uk

Dear Sir or Madam

PROPOSED SOLAR FARM AT BLETCHLEY LANDFILL SITE, BLETCHLEY ROAD, MILTON KEYNES

TOWN AND COUNTRY PLANNING (ENVIRONMENTAL IMPACT ASSESSMENT) REGULATIONS 2017 – REGULATION 6 – REQUEST FOR SCREENING OPINION

Introduction

We write on behalf of Infinis Solar Developments Ltd (the 'Applicant') to request a formal Screening Opinion under Regulation 6 of The Town and Country Planning (Environmental Impact Assessment) (England) Regulations 2017 (hereafter referred to as 'the Regulations'). The request is in relation to the proposed development of a renewable energy generating station comprising ground-mounted photovoltaic solar arrays, battery energy storage system (BESS) together with ancillary infrastructure, internal access tracks, security measures, and landscaping enhancements (the 'Proposed Development') at Bletchley Landfill Site, Bletchley Road, Milton Keynes (the 'Site'). The location of the Site is shown on Figure 1 and the extent of the Proposed Development in relation to the Site is shown on Figure 2.

This correspondence seeks confirmation from Milton Keynes Council as to whether it considers the Proposed Development, outlined within this letter, constitutes Environmental Impact Assessment (EIA) development, as defined within the Regulations.

In order to assist you in adopting a Screening Opinion, the subsequent sections of this correspondence provide relevant details on the Proposed Development.

The Site and its Surroundings

The Bletchley Landfill Site comprises approximately 116ha of land including the operational landfill, main reception area, ancillary waste facilities and access road, and is located to the south of Milton Keynes. The area of the landfill anticipated for development is approximately 23.7 hectares. The Site is predominantly bound by rows of mature trees.

To the south and southeast of the landfill site, a large area at Newton Leys benefits from planning permission for residential development, with associated retail development, community facilities,

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landscaping, and public open space. Newton Leys has largely been built with most dwellings now present. Planning permission was granted in March 2022 for the erection of 113 residential dwellings on land known as Phase 7B of Newton Leys. The Phase 7B area is located to the northwest of the Newton Leys development and to the southeast of the Proposed Development. The residential properties in Phase 7B will be the closest properties to the Proposed Development.

To the north of the Proposed Development, beyond the northern flank of the landfill are sports pitches and a sports and social club, agricultural land, and a cemetery. The railway line is further to the north and beyond this is the urban area of Bletchley. The nearest residential properties to the northern boundary of the Site are located along Whiteley Crescent, approximately 275m to the north.

To the east of the Proposed Development there are restored and operational areas of the landfill. To the east of the landfill site is the Blue Lagoon, a Local Nature Reserve located on a former brickworks site. The West Coast Railway Line runs on an embankment which separates the Reserve from residential areas further to the east. The village of Newton Longville is located south-west of the landfill site. Infinis produces electricity from captured landfill and mineral methane.

The Applicant currently produces renewable electricity from captured landfill methane (CLM), operating a network of gas infrastructure on part of the restored Landfill Site. Wells and surface laid pipes collect the CLM and deliver it to generators that convert it to electricity for export to the District Network Operator (DNO) grid. The Proposed Development would not interfere with the CLM or landfill restoration (e.g., waste capping measures) and operation would continue as normal.

There are two access points into the Site. Infinis access their compound from the west, off Bletchley Road, and the landfill operators access is to the east off Guernsey Road.

The proposed location for the solar park is illustrated on Figure 1. The solar array will be located on areas of the Site where landfilling has been completed and the capping works undertaken. The areas have either been restored or are currently under restoration.

The Site is not subject to any designated ecological, heritage or landscape constraints. The Site is located within the SSSI Impact Risk Zones for both the Poker's Pond Meadow SSSI, approximately 4km to the south of the Site, and the Howe Park Wood SSSI, approximately 3km to the northwest. However, the Proposed Development is not categorised as development that would amount to potential impacts within the Impact Risk Zones.

There are several listed buildings within the vicinity of the Site. The nearest of which is the Grade II '128 Buckingham Road' building, approximately 590m to the north, and this is in proximity to another 9 listed buildings. There is also a cluster of approximately 20 listed buildings to the north of the eastern part of the Site and another 23 listed buildings located in Newton Longville, to the southwest.

The Site is within Flood Risk Zone 1 and therefore at very low risk to flooding from surface water, rivers, and seas. There are however very small areas of the Site at medium risk to flooding from surface water, the watercourse that runs along the northern boundary of the Site is also at medium risk to flooding from rivers.

Planning History

The Landfill Site has an extensive planning history associated with its use for extraction and waste disposal. Clay extraction and brickmaking is believed to have commenced at the Site during the early part of the last century, with planning permissions for clay extraction and restoration granted in the 1940's and 1950's.

Numerous permissions were granted in the 1970's for the deposit of waste materials. Planning permission granted in 2002 allowed landfilling to continue until February 2022.

Landfill operations are now carried out under extant permission reference APP/Y0435/W/21/3271410 (LPA reference: 20/00678/FULMMA), granted on appeal in December 2021. This allows landfilling to continue until February 2037 with restoration by February 2039.

The Proposed Development

The Proposed Development would comprise a solar energy park. The final design is subject to change but would consist of the following key elements:

- i. Solar photovoltaic (PV) panels mounted on galvanised metal framework and associated cabling;
- ii. “String” Inverters in housing attached to the back of the mounting framework;
- iii. 1 No. DNO Substation, typically a prefabricated building up to 10 x 3.5 m x 2.5 m (L x W x H);
- iv. 1 No. General Storage Unit in prefabricated container typically 12.2 x 2.6 x 2.5 (L x W x H);
- v. External electrical equipment (e.g., transformers) associated with the DNO and Customer substation and switchgear compound.
- vi. Perimeter security fencing (deer fencing) up to 2.4 m high;
- vii. CCTV Security Cameras;
- viii. Access from the highway and internal access tracks; and
- ix. Landscaping and biodiversity enhancements.

The proposed site layout is shown on Figure 2.

The Proposed Development will have an export capacity of approximately 12 megawatts (MW) which would contribute to local and national net zero targets by increasing the amount of zero carbon renewable electricity generated and supplied to the local grid. The Proposed Development would consist of rows of solar panels known as arrays that are tilted 10-25 degrees. At their lower edge panels would be approximately 0.8 m from the ground and up to 3 m at the higher edge. Arrays would be oriented east-west, with panel facades facing south to maximise solar gain through the day and with gaps of approximately 2-6 m between rows to avoid shade impacts and enable maintenance. Array positioning responds to existing features such as drains, hedgerows and CLM infrastructure with appropriate buffer distances as required.

Access would be proposed via the existing Infinis access to the west from Bletchley Road which also provides access to the leachate and landfill gas infrastructure. The majority of the Proposed Development lies within Milton Keynes authority area. The proposed access from the west and a smaller section of solar panels is located within Buckinghamshire Council’s authority area.

Panels are mounted on a galvanized steel framework that is either fixed into the ground or secured by ballasts to avoid penetration. Panels have a dark blue face with a matt metal frame. Their purpose is to absorb and not reflect light. Modern PVs benefit from anti-reflective coating to limit glint and glare associated with earlier versions of the technology.

Solar panels connect to inverters which convert direct current (DC) generated by PV into alternating current (AC) that can be exported. Cables in trenches or no-dig troughs connect inverters to the Customer Switchgear Unit, and then to the DNO Substation with a direct link to existing grid infrastructure. No new overhead lines are required for the generating station.

The Site would need to be secure to prevent criminal damage and for health and safety reasons. Security fencing c. 2.4m high would be installed around the perimeter. This will be ‘Deer Fencing’ with mammal gaps at ground level. No industrial metal palisade fencing is required. For DNO equipment security weld mesh fencing may be proposed around the substation. Fencing is either pile-driven or secured by no-dig on-ground concrete blocks.

The perimeter of the Site would be protected by a system of CCTV and/or infra-red cameras. Cameras would be inward facing on poles of up to approximately 3m at intervals along the fence line. CCTV would only monitor internally and not any land outside the Site.

Landscaping and ecological enhancements would be proposed to compliment the long-term restoration plan. This would be designed to minimise visual impacts and aim to deliver a Biodiversity Net Gain (BNG).

Environmental Impact Assessment (EIA) Considerations

In accordance with the Regulations, the Local Planning Authority (the 'LPA') should determine whether the project is a type listed in Schedule 1 or Schedule 2. If the proposal falls within Schedule 1, an EIA is mandatory. If the proposal falls within Schedule 2, then it is for the LPA to consider whether it would be likely to have significant effects on the environment.

Schedule 1

The Proposed Development does not meet the requirements within one of the descriptions under Schedule 1 of the Regulations. Therefore, the Proposed Development is not Schedule 1 development.

Schedule 2

Schedule 2 of the EIA Regulations includes a table that sets out various categories of development that may require EIA. The table includes applicable thresholds and criteria, which if exceeded, mean that the development forms Schedule 2 development. Schedule 2 development is required to be screened against the criteria set out in Schedule 3 to determine if the development is likely to give rise to significant effects on the environment. If the Proposed Development is deemed likely to give rise to significant effects by virtue of its location, characteristics or potential impacts, EIA may be required.

In the context of Schedule 2, the Proposed Development falls within the description of development specified under Category 3 'Energy industry' and more specifically (a) 'Industrial installations for the production of electricity, steam and hot water'. The applicable thresholds and criteria for this type of development is that the area of the development exceeds 0.5 hectares. At 23.7 hectares the Proposed Development exceeds the Schedule 2 threshold and is considered to fall within Category 3a of Schedule 2 of the EIA regulations.

In addition, reference is made to government EIA guidance in respect of indicative thresholds and criteria for Schedule 2 developments¹. This provides the following details for a proposal falling within Category 3a:

- i. Indicative criteria and threshold - thermal output of more than 50MW. Small stations using novel forms of generation should be considered carefully; and
- ii. Key issues to consider - level of emissions to air, arrangements for the transport of fuel and any visual impact.

The Proposed Development falls below the specified 50MW threshold, noting thermal rather than electrical is referenced. Emissions to air, traffic impacts and visual impacts are not likely to be significant. These matters are considered further in subsequent sections of this letter.

¹ [eia-thresholds-table.pdf \(publishing.service.gov.uk\)](#)

Schedule 3

Notwithstanding the above, in reaching a definitive view on the requirement for EIA, the selection criteria for screening Schedule 2 development contained within Schedule 3 of the Regulations should be considered. These include:

- i. Characteristics of development;
- ii. Location of development; and
- iii. Types and characteristics of the potential impact.

Each subject area has multiple sub-headings (effectively criteria) which, whilst extensive, have been set out below, together with a brief commentary as to how the Applicant believes the project measures against the relevant individual headings. In addition, consideration is given to the information required to complete the EIA Regulations Screening Matrix².

Characteristics of Development

The size and design of the development – the overall landfill site comprises an area of circa 116ha and the Proposed Development covers an area of 23.7ha. The Proposed Development would be designed carefully to achieve an optimum balance of minimising effects while maximising the benefits derived from renewable energy generation.

The cumulation with other existing development and / or approved development – upon completion, the aforementioned Phase 7B of the Newton Leys development will be the closest residential properties to the Site, approximately 150m to the southeast. It is not considered that this development in combination with the Proposed Development would give rise to significant environmental effects. We are not aware of other developments in the local area which may in combination with the Proposed Development give rise to significant environmental effects.

The use of natural resources, in particular land, soil, water and biodiversity – the Proposed Development would not lead to any change to the topography of the Site and earthworks would be limited to soil stripping for track construction and formation of foundations for inverters, transformers, and other related infrastructure. Stripped soils would be retained on the Site and be cultivated into the areas below solar panels. Each string of panels would be mounted on a rack comprising metal poles anchored to the ground via concrete footings of shallow piles. These types of activities result in minimal ground disturbance and are unlikely to result in any significant environmental effects.

The project would not result in the significant use of natural resources, with no resources of special importance to land, soil, water, or biodiversity being affected. The Proposed Development would facilitate the generation of renewable energy, and this would conserve natural resources that would otherwise be used to generate power. Whilst the solar panels, frames and ancillary equipment would use natural resources during construction this would not be in significant quantities that could have wider significant environmental impacts.

The Proposed Development is to be situated on a former landfill site, meaning it presents no threat to the best and most versatile agricultural land, and minimal impact to the area's natural resources overall.

The production of waste – the project would not generate waste during construction or operation. As such, significant effects would not occur.

Pollution and nuisances – the Proposed Development would not result in any emissions to air, with the exception of vehicle emissions associated with the construction / decommissioning phases and the potential for dust during these periods. These potentially polluting activities would occur for a

² [TCPA EIA Screening Matrix 2017 Regs Nov 2021.pdf \(publishing.service.gov.uk\)](#)

limited period and potential for dust can be mitigated by standard construction management techniques. As such, significant effects are not considered likely. There would be limited noise and light pollution associated with the construction period, and these would be localised and mitigated by standard construction management techniques (secured and delivered via a Construction Environmental Management Plan (CEMP)). Vehicle movements during the operational phase would be very limited. The Proposed Development will be designed to ensure there is no risk to the landfill cap or other environmental controls in place at the landfill site. The Proposed Development would not result in increased risk of contamination and would not result in significant pollution and nuisances.

The risk of major accidents and / or disasters relevant to the Proposed Development, including those caused by climate change, in accordance with scientific knowledge – the Site would be operated to the highest health and safety standards in order that the risk of accidents is minimised. The development of renewable energy projects is essential for addressing climate change and delivering the Government's target of net zero by 2050. As such, there would be beneficial climate / sustainability impacts associated with the Proposed Development.

Location of Development

The existing and approved land use – the Site is not allocated within the Local Development Plan for any land uses. The Proposed Development Site forms part of an existing landfill site; the approved landfill restoration scheme comprises open mosaic, open species rich grassland and hedgerow habitats. A new wetland habitat is also proposed as well as improved linkages with the nearby Blue Lagoon Nature Reserve.

The relative abundance, availability, quality, and regenerative capacity of natural resources including soil, land, water, and biodiversity) in the area and its underground – The Proposed Development Site is a landfill site which remains operational in some areas and is in the process of being restored, and the project would not result in the loss of any rare or threatened natural resources.

The absorption capacity of the natural environment - paying particular attention to the following areas, none of which would be affected: (i) wetlands, riparian areas, river mouths; (ii) coastal zones and the marine environment (Flood Zone 1); (iii) mountains and forest areas; (iv) nature reserves and parks; (v) European sites and other areas classified or protected under national legislation; (vi) areas in which there has already been a failure to meet the environmental quality standards laid down in legislation and relevant to the project, or in which it is considered there is such failure; (vii) densely populated areas; and (viii) landscapes and sites of historical, cultural or archaeological significance.

Types and Characteristics of the Potential Impact

The magnitude and spatial extent of the impact (for example geographical area and size of the population likely to be affected) – the impact of the project would not be significant in magnitude and its spatial extent is of a local scale.

The nature of the impact – the nature of the impacts is well understood as it is a common and well understood form of development and the nature of each impact is discussed below.

The transboundary nature of the impact – no transboundary impacts would occur.

The intensity and complexity of the impact – none of the impacts considered would be intense or complicated.

The probability of the impact – the probability of an impact occurring is factored into our analysis below of whether effects will be significant.

The expected onset, duration, frequency, and reversibility of the impact – any construction impacts would be limited to a defined period. Operational impacts would begin when the site is commissioned and last for the duration of operations. They would be fully reversible (other than access tracks and hardstanding remaining in situ) when operations cease, and the site is decommissioned.

The cumulation of the impact with the impact of other existing and / or approved development – it is not considered that there would be any material cumulative impact with other existing / approved development.

In terms of information required to complete the EIA Regulations Screening Matrix³, matters that have not been addressed above are set out below.

Biodiversity (Species and Habitats): the Site is remote from Special Areas of Conservation (SACs), Special Protection Areas (SPAs), Ramsar Sites, National Nature Reserves (NNRs) and Sites of Special Scientific Interest (SSSI). There would be no discharges to air or water from the solar farm that could have a negative effect on the surrounding environment. The approved restoration scheme comprises open mosaic habitat, species rich grassland and hedgerow habitats. The areas underneath the solar panels would be managed to ensure the habitat condition is maintained. Overall, it is considered that the Proposed Development would not have any significant effects on biodiversity and that there would be net biodiversity gains as a result of managing the areas under and around the solar panels for habitat benefits.

Human Health: As set out above, effects as a result of emissions that could affect human health would be limited to vehicle movements during the temporary construction and decommissioning phases. During these phases traffic controls would be put in place along with appropriate signage and management to ensure that there would be no conflict between construction traffic and pedestrians or cyclists. Construction activities could be controlled by a Construction Environmental Management Plan (CEMP) to ensure that risks to the public and environment are managed effectively. As such there is no unacceptable risk to human health and no significant effects would occur.

Water Resources: the Site is not within an area at risk of flooding and the landfill has an existing surface water management system. Whilst the solar panels would introduce large areas of impermeable material, each panel is mounted above the ground surface and would drain to the land immediately below the support structure and rainwater would permeate into the underlying restoration soils and surface water management system as per the existing situation. Permeable aggregate will be used for the access tracks.

Surface water from any impermeable areas would be managed by a suitable sustainable drainage system scheme that would ensure overall runoff rates from the site would not increase. This would ensure that there would be no increased risk of flooding as a result of the Proposed Development. A SuDS drainage strategy, following SuDS guidance, will be submitted. Excavations and foundations would be shallow so that there would be no loss of integrity of the landfill cap, which underlies the restoration soils, and therefore no risk of release of contaminants that could impact water resources. No significant effects would occur.

Landscape and Visual: the Site and the surrounding area is not subject to any statutory or non-statutory landscape designations however, the Brickhills Area of Attractive Landscape (AAL) is a local designation located approximately 910m east of the landfill. The undulating nature of the landform and the presence of often locally significant vegetation cover restricts the degree to which views towards the landfill are available from the rural area. The Site is bound by tree planting which would break-up the visibility of the Proposed Development and the entire solar farm would not be seen in its entirety. It is considered that the visibility of the Proposed Development would not be extensive from the wider landscape. Furthermore, additional planting would be incorporated within the solar farm layout and

³ [TCPA EIA Screening Matrix 2017 Regs Nov 2021.pdf \(publishing.service.gov.uk\)](#)

existing hedgerows would be managed to maximise screening. In this context the Proposed Development would not give rise to significant landscape and visual effects that would trigger the need for EIA.

Cultural Heritage / Archaeology: The closest listed building is located at Bletchley Road, Newton Longville, approximately 810m southwest of the Site and is a Grade II building. There are also listed buildings located to the north, in Bletchley; however, there will be no visibility of the Proposed Development from those buildings. At this stage it is considered that the degree of change within the surrounding landscape would not materially affect the heritage significance of the nearby listed buildings. No significant effects would occur.

Access and Transportation: Milton Keynes City Council's mapping system indicates that there are two Public Rights of Way (PRoW) within the vicinity of the Site. Bletchley Footpath 27 runs along part of the landfill's northern boundary and Bletchley Footpath 28 runs along the landfill's eastern boundary. Buckinghamshire Council's Mapping also indicates a footpath NLO/3/1 runs to the south west of the Site. These PRoW would not be affected by construction vehicles accessing the Site. Construction and maintenance traffic would utilise the existing Infnis access to the west of the Site off Bletchley Road. This would involve a small amount of construction traffic routing through a part of the residential areas Newton Longville and Bletchley however, vehicle movements associated with the construction of the solar park will be short term and negligible. The trunk road network linkages mean a Construction Traffic Management Plan (CTMP) can provide different routing options to minimise impact on this local network.

Whilst there would be traffic generated throughout the construction phase, once the infrastructure is in place there would be only limited visits for maintenance purposes. It is assumed, that deliveries would only take place between the hours of 07:30 to 18:00 weekdays (avoiding peak traffic times), 07:30 to 13:00 Saturdays and no deliveries on Sunday's and Bank Holidays. No significant effects would occur.

Glint and Glare: Modern PV benefits from anti-reflective coating to limit the glint and glare associated with earlier versions of the technology. Although the application will be accompanied by a glint and glare assessment, significant effects are not anticipated.

Noise: Given the low level of noise generated from the Proposed Development, the ability to attenuate noise, if required, and the distance to noise sensitive receptors it is considered that no significant noise effects would occur.

Cumulative Effects: It is not considered that there would be any material cumulative impact with other existing, approved, or proposed development.

Screening Request

This letter provides a brief description of the Proposed Development and the likelihood of significant effects on the environment in line with the requirements of Regulation 6(2) and Schedule 3 of the EIA Regulations. Whilst the Proposed Development is Schedule 2 Development, screening against Schedule 3 of the EIA Regulations, and the related guidance in the Planning Practice Guidance, clearly demonstrates that with appropriate standard mitigation in place, the Proposed Development is not likely to result in significant environmental effects. As such, the Proposed Development does not constitute 'EIA development'.

We trust that the contents of this letter along with the attached figures are sufficient to aid you in adopting a screening opinion. We look forward to receiving your response within the statutory three-week period; in the meantime, please do not hesitate to contact me should you have any queries. We look forward to your views on the intended scope of the future planning application.

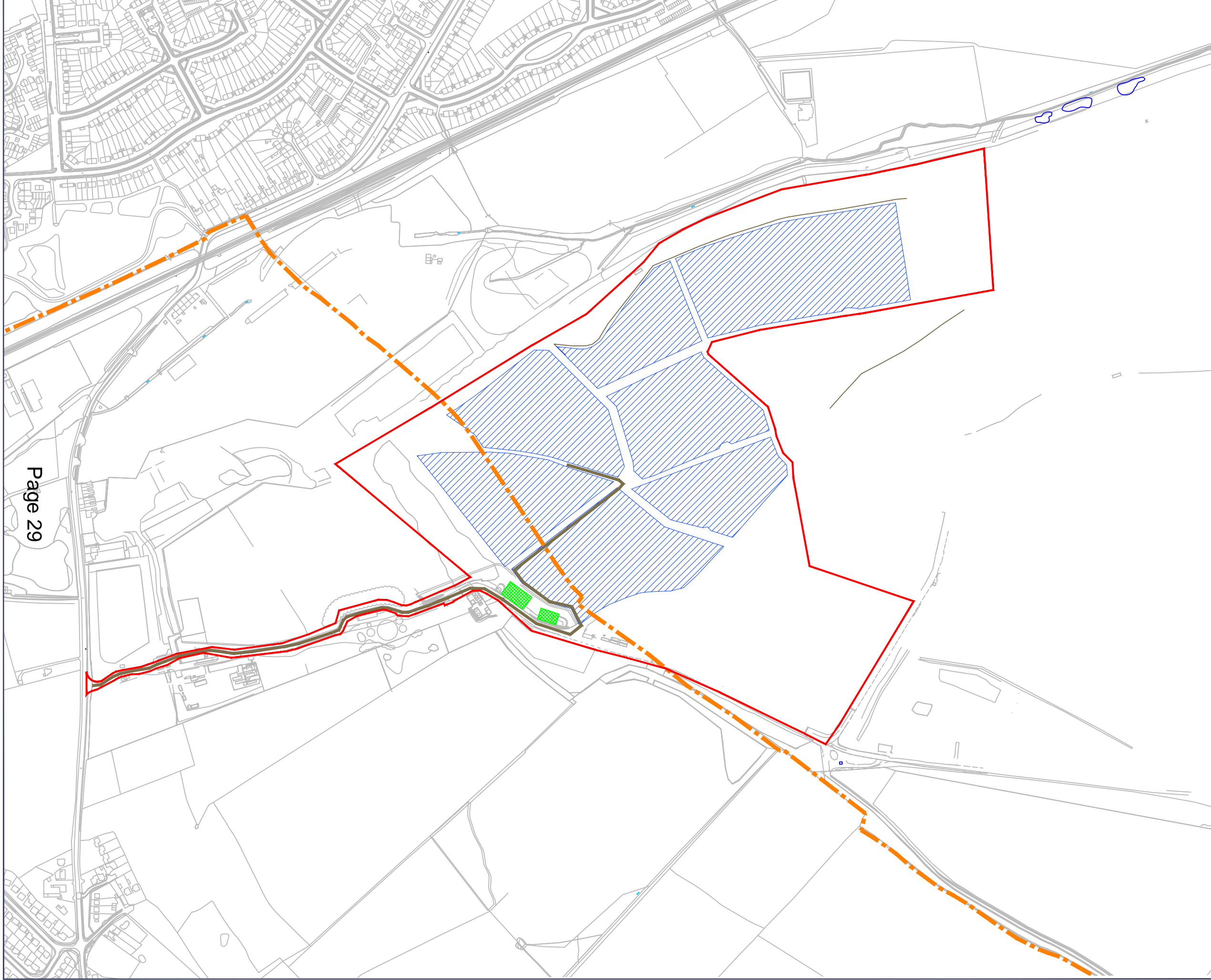
Yours sincerely








Siân Hayle

Associate on behalf of Axis

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- Key:**
-  Proposed Site Boundary
 -  Extent of Solar Panels
 -  Extent of BESS Facility
 -  Site Access Road
 -  Local Authority Boundary

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Project

Bletchley Solar

Figure Number

Figure 2

Figure Title

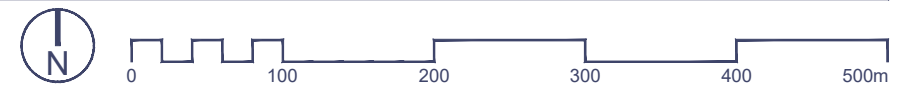
Draft Site Layout

Scale

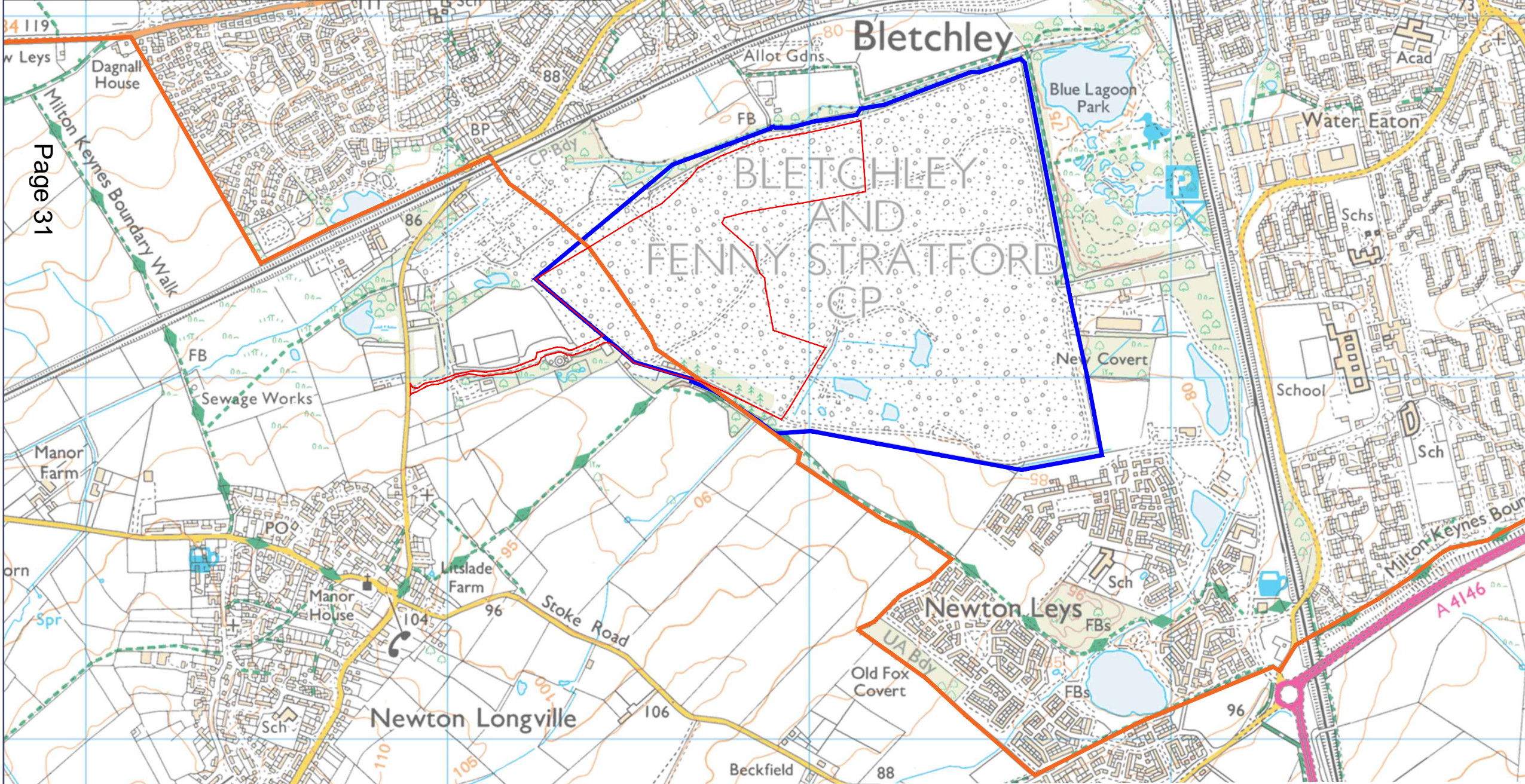
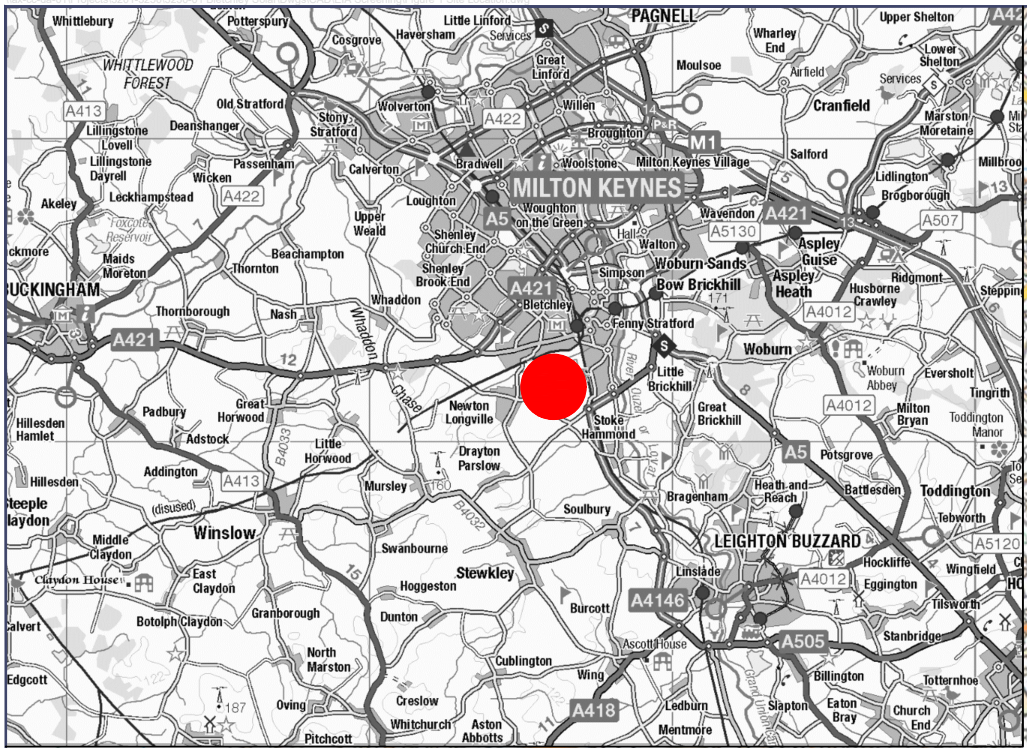
1:5000 @A3

Date

August 2023



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- Key:**
- Proposed Site Boundary
 - Indicative Landfill Boundary Excluding Access Road, Car Parking and Offices etc.
 - Local Authority Boundary

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Project

Bletchley Solar

Figure Number

Figure 1

Figure Title

Site Location

Scale

1:12,500 @A3

Date

August 2023



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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

12th September 2023

Dear Sir/Madam,

AMENDED PROPOSAL

Town and Country Planning Act 1990 (As Amended)

Town and Country Planning (Development Management Procedure) (England) 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 am writing to advise you that the Council has received amended or additional drawings and/or information relating to the above application. The application, together with the amendments can be viewed via the Council's Public Access system using the link: <https://publicaccess2.milton-keynes.gov.uk/online-applications>.

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

I would be grateful to receive any comments you may have about the amended proposal by **3rd October 2023**. If no reply is received within this period the application may be decided without your comments.

Yours faithfully,

Robert Brigden
Principal Planning Officer

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



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

N/A

Company Name

L&Q Estates Ltd and Fox Land and Property Ltd

Address

Address line 1

c/o

Address line 2

Planning Prospects Ltd

Address line 3

Town/City

Country

UK

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

Housing Type: Houses
1 Bedroom: 0
2 Bedroom: 146
3 Bedroom: 741
4+ Bedroom: 411
Unknown Bedroom: 0
Total: 1298

Housing Type: Flats / Maisonettes
1 Bedroom: 13
2 Bedroom: 13
3 Bedroom: 0
4+ Bedroom: 0
Unknown Bedroom: 0
Total: 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

Housing Type:

Other

1 Bedroom:

0

2 Bedroom:

0

3 Bedroom:

0

4+ Bedroom:

0

Unknown Bedroom:

0

Total:

0

Proposed Affordable

Housing Category Totals

1 Bedroom Total

0

2 Bedroom Total

0

3 Bedroom Total

0

4 Bedroom Total

0

Unknown

Bedroom Total

0

Bedroom Total

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

Housing Type:

Houses

1 Bedroom:

0

2 Bedroom:

0

3 Bedroom:

1

4+ Bedroom:

0

Unknown Bedroom:

0

Total:

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:

[REDACTED]

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:

[REDACTED]

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:

[REDACTED]

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:

[REDACTED]

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:

[REDACTED]

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:

[REDACTED]

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

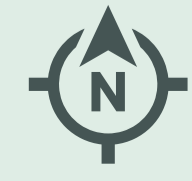
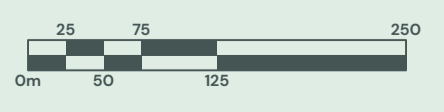
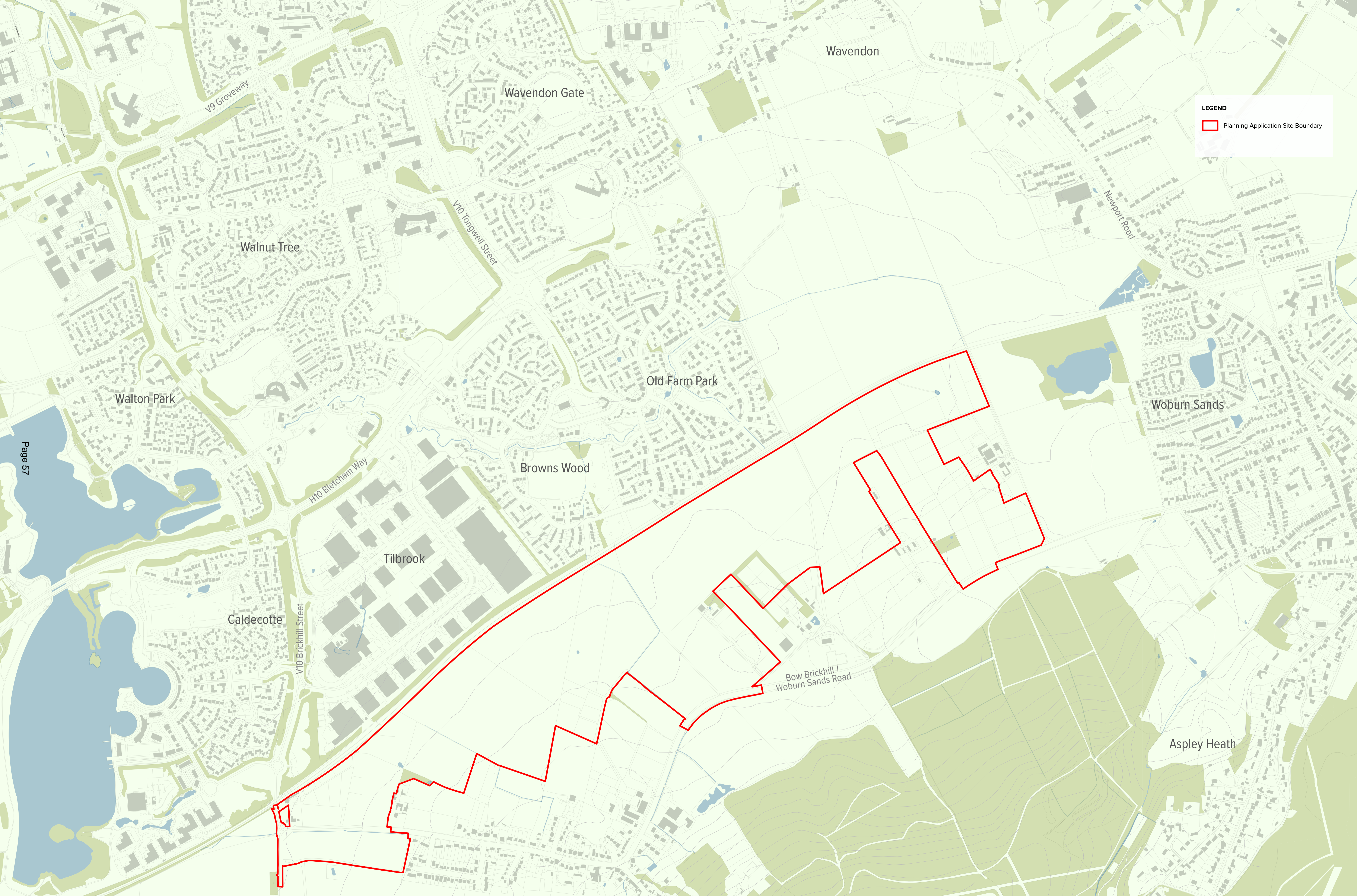
Jason Tait

Date

27/04/2023

LEGEND

 Planning Application Site Boundary



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Reply to: Natalie Shafiroff
E-mail: natalie.shafiroff@milton-keynes.gov.uk
Our Ref: 23/02004/NMA

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

13th September 2023

Dear Sir/Madam,

Town and Country Planning Act 1990 (As Amended)
Town and Country Planning (Development Management Procedure) Order 2015

Application no: 23/02004/NMA

Proposal: Non-material amendment seeking to amend the community hub floorspace (phase A) and the materiality, appearance, massing, balconies, cycle storage and the internal building layout of the proposed buildings as well as the landscaping and boundary treatment (relating to permission ref. 20/00942/OUT for Hybrid application for the redevelopment of the Lakes Estate, comprising: a) Full consent for development of 'Phase A' to provide 308 dwellings, 160sqm flexible retail floorspace, 613sqm community hub floorspace, 220sqm light industrial floorspace, 200sqm for a nursery and an energy centre, and various works; and b) Outline consent (all matters reserved except access, layout and scale) for the demolition of Serpentine Court and the development of 'Phase B' to provide 217 residential dwellings, an extra care facility providing 64 homes, 756sqm of flexible retail floorspace (Use Class A1-A5), car parking, cycle parking and associated landscaping) (Regulation 3 application under the Town and Country Planning General Regulations 1992)

At: Lakes Estate Stoke Road Bletchley 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=S0KHM6KW0KP00>.

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

Please note that this is a notification letter only. Statutory or non-statutory consultation to parish councils, town councils and local councillors is not usually required for the application type described above, due to the nature of the submission and the timescales involved.

Yours faithfully,

Natalie Shafiroff
Planning Officer

**Application for a non-material amendment following a grant of planning permission.
 Town and Country Planning Act 1990**

Privacy Notice

This form is provided by Planning Portal and based on the requirements provided by Government for the sole purpose of submitting information to the Local Planning Authority in accordance with the legislation detailed on this form and 'The Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended).

Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to the Local Planning Authority in agreement with the declaration section.

Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of its obligations in regards to the processing of your application. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Local Planning Authority details:



www.milton-keynes.gov.uk
 Email: planning.enquiries@milton-keynes.gov.uk
 Telephone: 01908 691691

Publication of applications on planning authority websites

Information provided on this form and in supporting documents may be published on the authority's planning register and website.

Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require any further clarification, please contact the Local Planning Authority directly.

If printed, please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes and help text as incorrect completion will delay the processing of your application.

1. Applicant Name and Address

Title: First name:

Last name:

Company (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

2. Agent Name and Address

Title: First name:

Last name:

Company (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

3. Site Address Details

Please provide the full postal address of the application site.

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Postcode (optional):

Description of location or a grid reference. (must be completed if postcode is not known):

Easting: Northing:

Description:

4. 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).

Please tick if the full contact details are not known, and then complete as much as possible:

Officer name:

Reference:

Date of advice (DD/MM/YYYY):

Details of pre-application advice received:

5. Eligibility

Do you, or the person on whose behalf you are making this application, have an interest in the part of the land to which this amendment relates? Yes No

If you have answered No to this question, you cannot apply to make a non-material amendment.

If you are not the sole owner, has notification under article 10 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 been given? Yes No Not Applicable

If you have answered No to this question, you cannot apply to make a non-material amendment.

If you have answered Yes to this question, please give details of persons notified:

Person Notified	Address	Date of Notification
Please see enclosed list of persons notified		

6. Authority Employee / Member

It is an important principle of decision-making that the process is open and transparent. For the purposes of this question "relating 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 following statements apply to you and/or agent? Yes No With respect to the Authority, I am:
 (a) a member of staff
 (b) an elected member
 (c) related to a member of staff
 (d) related to an elected member

If yes please provide details of their name, role and how you are related to them.

7. Description Of Your Proposal

Please provide the description of the approved development as shown on the decision letter, including application reference number and date of decision in the sections below:

Hybrid application for the redevelopment of the Lakes Estate, comprising:

- (a) Full consent for development of 'Phase A' to provide 308 dwellings, 149sqm flexible retail floorspace, 582sqm community hub floorspace, 220sqm light industrial floorspace, 194sqm for a nursery and an energy centre, and various works; and
- (b) Outline consent (all matters reserved except access, layout and scale) for the demolition of Serpentine Court and the development of 'Phase B' to provide 217 residential dwellings, an extra care facility providing 64 homes, 756sqm of flexible retail floorspace (Use Class A1-A5), car parking, cycle parking and associated landscaping.

Reference number:

20/00942/OUT

Date of decision (DD/MM/YYYY):

25.03.22

What was the original application type?:

(e.g. 'Full', 'Householder and Listed Building', 'Outline')

Full and Outline

For the purpose of calculating fees, which of the following best describes the original application type?

Householder development: development to an existing dwelling-house or development within its curtilage

Other: anything not covered by the above category

8. Non-Material Amendment(s) Sought

Please describe the non-material amendment(s) you are seeking to make:

The Non-Material Amendments sought relate to the quantum of community hub floorspace in the detailed element of the application (Phase A), and to the design of the proposed buildings including their materiality and appearance, massing, balconies, cycle storage, internal building layout, and landscaping and boundary treatment.

For further information please see the accompanying Covering Letter and Design Report.

Are you intending to substitute amended plans or drawings?

Yes

No

If Yes, please complete the following:

Old plan/drawing number(s):

Please see accompanying Covering Letter and Drawings Issue Sheet.

New plan/drawing number(s):

Please see accompanying Covering Letter and Drawings Issue Sheet.

Please state why you wish to make this amendment:

Please see accompanying Covering Letter and Drawings Issue Sheet and Design Report.

9. Application Requirements - Checklist

Please read the following checklist to make sure you have sent all the information in support of your proposal. Failure to submit all information required will result in your application not being accepted. It will not be accepted until all information required by the Local Planning Authority (LPA) has been submitted.

The original and 3 copies* of a completed and dated application form: N/A

The original and 3 copies* of other plans and drawings or information necessary to describe the subject of the application: N/A

The correct fee: Note: the fee will be paid via Internal Transfer

*National legislation specifies that the applicant must provide the original plus three copies of the form and supporting documents (a total of four copies), unless the application is submitted electronically or, the LPA indicate that a smaller number of copies is required. LPAs may also accept supporting documents in electronic format by post (for example, on a CD, DVD or USB memory stick). You can check your LPA's website for information or contact their planning department to discuss these options.

10. Declaration

I/we hereby apply for planning permission/consent as described in this form and the 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 opinions of the person(s) giving them.

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

01.09.23

11. Applicant Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

12. Agent Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

13. 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? (Please select only one) Agent Applicant Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name:

Telephone number:

Email address:



Department
for Transport

Delia Shephard – Town Clerk
Bletchley and Fenny Stratford Town Council
Spotlight Office
114 Serpentine Court, Lakes Estate
Bletchley
Milton Keynes, MK2 3QL

National Transport Casework Team
Tyneside House
Skinnerburn Road
Newcastle Business Park
Newcastle upon Tyne
NE4 7AR

Your Ref:

Our Ref: NATTRAN/SE/S247/5526

Date: 05 September 2023

Direct line: 07812 482760

www.gov.uk/dft

Email: nationalcasework@dft.gov.uk

Dear Ms Shephard

**TOWN AND COUNTRY PLANNING ACT 1990: S.247
PROPOSED STOPPING UP OF HIGHWAY AT BURNMOOR CLOSE, BLETCHLEY,
MILTON KEYNES, MK2 3QG
OS GRID REFERENCE: E:487542, N:231663**

The Secretary of State proposes to make an Order under the above provisions. Copies of the Notice announcing his intention and copies of the draft Order and related plan are enclosed.

Would you please arrange for a copy of the draft Order and plan to be made available at the above address for public inspection until 12 October 2023. We should be grateful if you would acknowledge receipt of these documents by emailing nationalcasework@dft.gov.uk with our reference in the subject line.

Extra copies of the Notice and draft Order are enclosed for issue to anyone who wishes to retain them however it is important that a reference copy is retained on site during the inspection period. Should you have any queries regarding this matter, please contact the number above.

Yours sincerely

A handwritten signature in cursive script that reads "Graeme Stickings".

**GRAEME STICKINGS
NATIONAL TRANSPORT CASEWORK TEAM**

Encs:

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PUBLIC NOTICE

DEPARTMENT FOR TRANSPORT

TOWN AND COUNTRY PLANNING ACT 1990

The Secretary of State gives notice of the proposal to make an Order under section 247 of the above Act to authorise the stopping up of an irregular shaped area of unnamed footpath which lies to the west of Burnmoor Close at Bletchley in Milton Keynes.

If made, the Order would authorise the stopping up only to enable development as permitted by Milton Keynes Council, under reference 20/00942/OUT.

Copies of the draft Order and relevant plan will be available for inspection during normal opening hours at Spotlight Office, 114 Serpentine Court, Lakes Estate, Bletchley, Milton Keynes, MK2 3QL in the 28 days commencing on 14 September 2023, and may be obtained, free of charge, from the addresses stated below quoting NATTRAN/SE/S247/5526.

Any person may object to the making of the proposed order by stating their reasons in writing to the Secretary of State at nationalcasework@dft.gov.uk or National Transport Casework Team, Tyneside House, Skinnerburn Road, Newcastle upon Tyne NE4 7AR, quoting the above reference. Objections should be received by midnight on **12 October 2023**. You are advised that your personal data and correspondence will be passed to the applicant/agent to enable your objection to be considered. If you do not wish your personal data to be forwarded, please state your reasons when submitting your objection.



S Zamenzadeh, Casework Manager

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TOWN AND COUNTRY PLANNING ACT 1990

THE STOPPING UP OF HIGHWAY (SOUTH EAST) (NO.) ORDER 20..

The Secretary of State makes this Order in exercise of powers under section 247 of the Town and Country Planning Act 1990, ("the Act").

1. The Secretary of State authorises the stopping up of the highway described in the Schedule to this Order and shown on the plan numbered NATTRAN/SE/S247/5526, to enable development to be carried out in accordance with the planning permission granted by Milton Keynes Council, under reference 20/00942/OUT.
2. No part of the said highway shall be stopped up pursuant to this Order earlier than the date on which the provisions of Article 3(1) of this Order have been complied with.
3. (1) Milton Keynes Council shall provide:-
 - a) new highway as proposed and detailed in the approved planning permission, development plans and associated legal agreements; and
 - b) improvement of the highway as proposed and detailed in the approved planning permission, development plans and associated legal agreements.
4. Where immediately before the date of this Order there is any apparatus of statutory undertakers under, in, on, over, along or across any highway authorised to be stopped up pursuant to this Order then, subject to section 261(4) of the Act, those undertakers shall have the same rights as respects that apparatus after that highway is stopped up as they had immediately beforehand.
5. This Order shall come into force on the **(Date of publication)**.

Signed by authority of
the Secretary of State

TIM BRIMELOW
An Official in the
National Transport Casework Team
Department for Transport

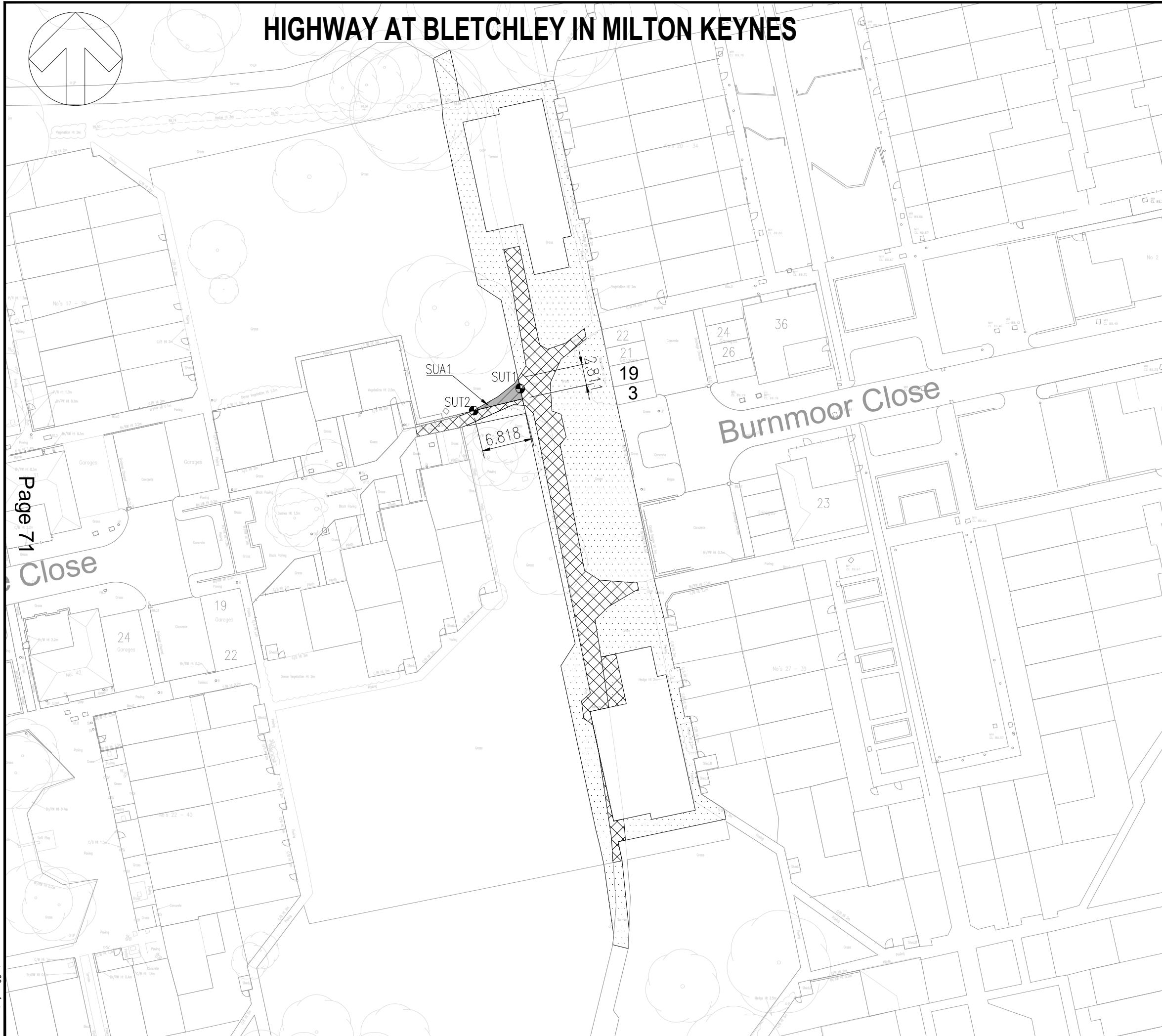
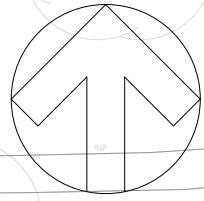
THE SCHEDULE

Description of highway to be stopped up

The highway to be stopped up is at Bletchley in Milton Keynes, shown on the plan as an irregular shaped area of unnamed footpath which lies to the west of Burnmoor Close. It commences 12 metres north west of the south western corner of garage number three as lies off Burnmoor Close extending in a south westerly direction for a distance of 6.82 metres and having a maximum width of 2.81 metres.


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HIGHWAY AT BLETCHLEY IN MILTON KEYNES



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Key Scale 1:500 @ A3

Highway to be stopped up 

Proposed highway to be improved 

Proposed new highway 

National Transport Casework Team

Department for Transport

Plan No:
NATTRAN/SE/S247/5526

Signed by Authority of the Secretary of State

on.....

Signature.....

TIM BRIMELOW
An Official in the
National Transport Casework Team
Department for Transport

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PUBLIC NOTICE

DEPARTMENT FOR TRANSPORT

TOWN AND COUNTRY PLANNING ACT 1990

The Secretary of State gives notice of the proposal to make an Order under section 247 of the above Act to authorise the stopping up of a length of unnamed footpath which lies to the west of Stoke Road and north of Cullen Place and two lengths of unnamed footpaths which lead to Katrine Place at Bletchley in Milton Keynes.

If made, the Order would authorise the stopping up only to enable development as permitted by Milton Keynes Council, under reference 20/00942/OUT.

Copies of the draft Order and relevant plan will be available for inspection during normal opening hours at Spotlight Office, 114 Serpentine Court, Lakes Estate, Bletchley, Milton Keynes, MK2 3QL in the 28 days commencing on 21 September 2023, and may be obtained, free of charge, from the addresses stated below quoting NATTRAN/SE/S247/5529.

Any person may object to the making of the proposed order by stating their reasons in writing to the Secretary of State at nationalcasework@dft.gov.uk or National Transport Casework Team, Tyneside House, Skinnerburn Road, Newcastle upon Tyne NE4 7AR, quoting the above reference. Objections should be received by midnight on **19 October 2023**. You are advised that your personal data and correspondence will be passed to the applicant/agent to enable your objection to be considered. If you do not wish your personal data to be forwarded, please state your reasons when submitting your objection.



S Zamenzadeh, Casework Manager

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TOWN AND COUNTRY PLANNING ACT 1990

THE STOPPING UP OF HIGHWAYS (SOUTH EAST) (NO.) ORDER 20..

The Secretary of State makes this Order in exercise of powers under section 247 of the Town and Country Planning Act 1990, ("the Act").

1. The Secretary of State authorises the stopping up of the highways described in the Schedule to this Order and shown on the plan numbered NATTRAN/SE/S247/5529, to enable development to be carried out in accordance with the planning permission granted by Milton Keynes Council, under reference 20/00942/OUT.
2. No part of the said highway shall be stopped up pursuant to this Order earlier than the date on which the provisions of Article 3(1) of this Order have been complied with.
3. (1) Milton Keynes Council shall provide:-
 - a) new highway as proposed and detailed in the approved planning permission, development plans and associated legal agreements; and
 - b) improvement of the highway as proposed and detailed in the approved planning permission, development plans and associated legal agreements.
4. Where immediately before the date of this Order there is any apparatus of statutory undertakers under, in, on, over, along or across any highway authorised to be stopped up pursuant to this Order then, subject to section 261(4) of the Act, those undertakers shall have the same rights as respects that apparatus after that highway is stopped up as they had immediately beforehand.
5. This Order shall come into force on the **(Date of publication)**.

Signed by authority of
the Secretary of State

TIM BRIMELOW
An Official in the
National Transport Casework Team
Department for Transport

THE SCHEDULE

Description of highways to be stopped up

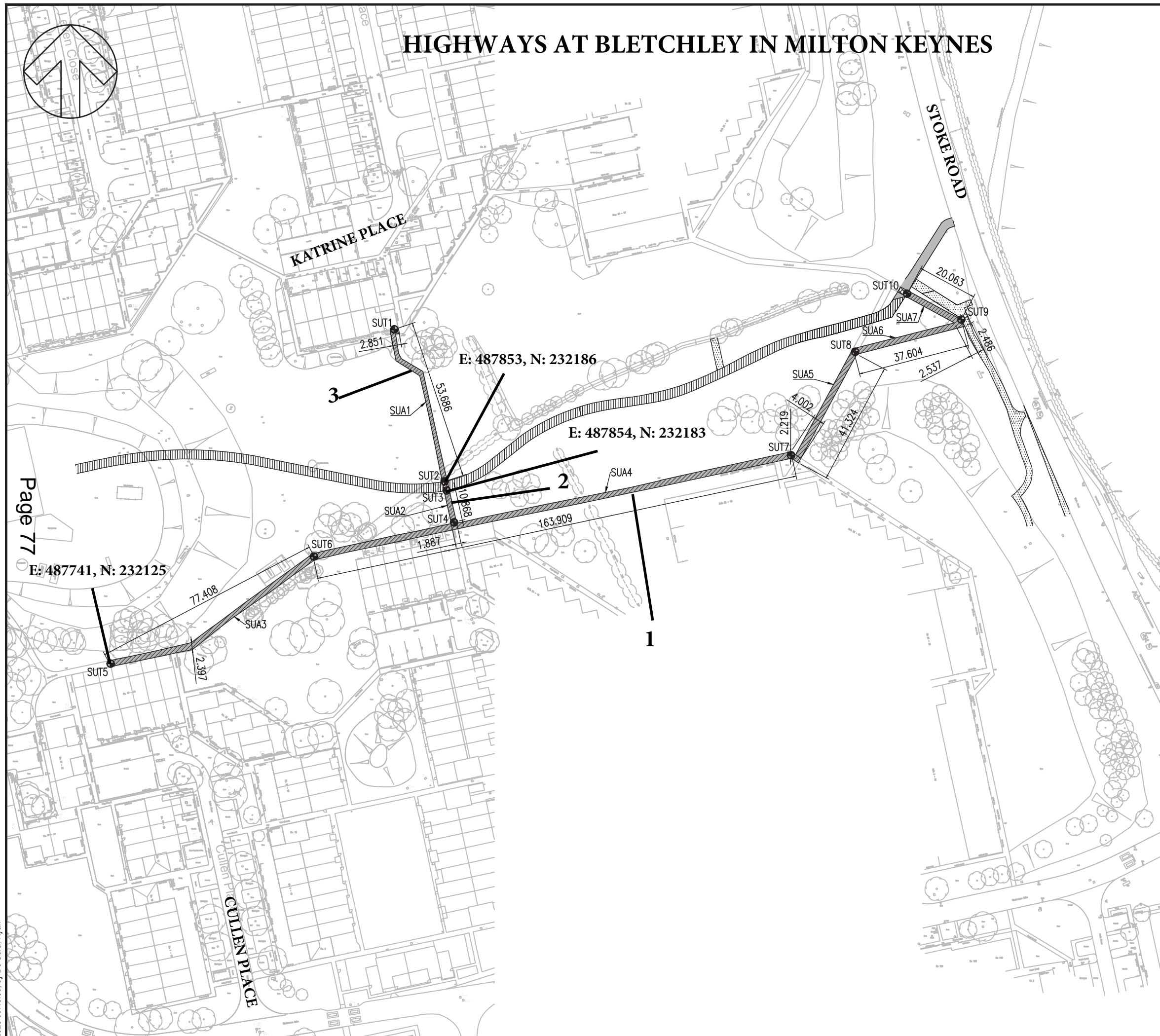
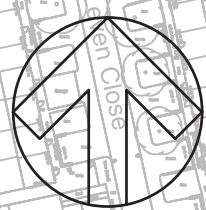
The highways to be stopped up are at Bletchley in Milton Keynes, shown on the plan as: -

1. A length of unnamed footpath which lies to the west of Stoke Road and north of Cullen Place. It commences from grid reference E: 487741, N: 232125 extending in a north easterly then in a north westerly direction for 340.30 metres (marked 1 on the plan).
2. A length of unnamed footpath which leads to Katrine Place. It commences from grid reference E: 487854, N: 232183 extending in a south easterly direction for 10.86 metres (marked 2 on the plan).

3. A length of unnamed footpath which leads to Katrine Place. It commences from grid reference E: 487853, N: 232186 extending in a north westerly direction for 53.86 metres (marked 3 on the plan).

DRAFT

HIGHWAYS AT BLETCHLEY IN MILTON KEYNES

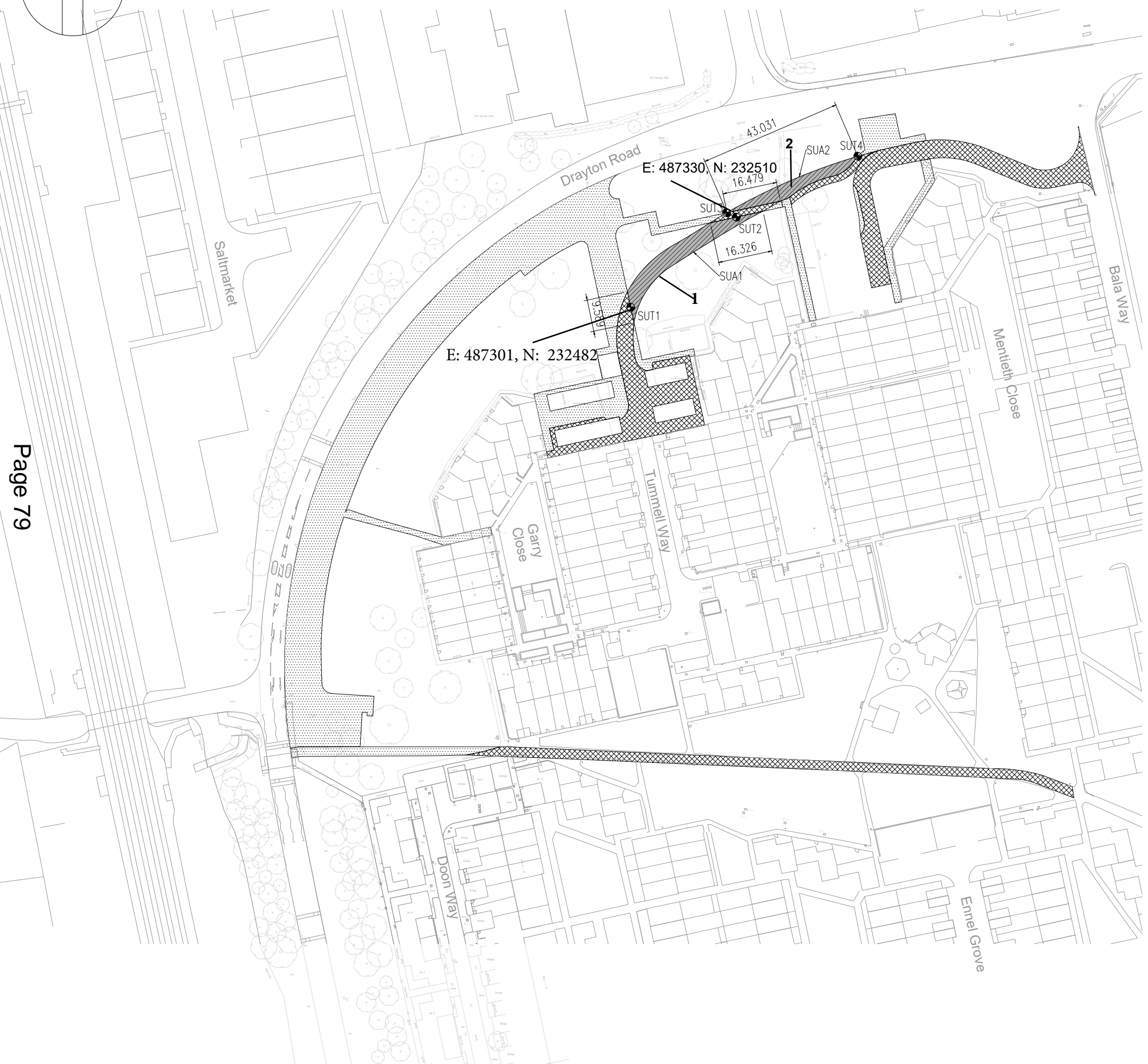
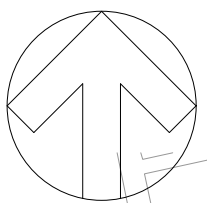


Page 77

Key	Scale	1:1250 @ A3
Highways to <u>be</u> stopped up		
Proposed highway to be improved		
Proposed <u>new</u> Highway – all purpose		
Proposed footpath to <u>be</u> provided		
Proposed cycleway to <u>be</u> provided		
National Transport Casework Team		
Department for Transport		
Plan No: NATTRAN/SE/S247/5529		
Signed by Authority of the Secretary of State		
on.....		
Signature.....		
TIM BRIMELOW An Official in the National Transport Casework Team Department for Transport		

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HIGHWAYS AT BLETCHLEY IN MILTON KEYNES



- Highways to be stopped up
- Proposed highways to be improved
- Proposed new highways

National Transport Casework Team

Department for Transport

Plan No:
NATTRAN/SE/S247/5527

Signed by Authority of the Secretary of State

on.....

Signature.....

TIM BRIMELOW
An Official in the
National Transport Casework Team
Department for Transport

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TOWN AND COUNTRY PLANNING ACT 1990

THE STOPPING UP OF HIGHWAYS (SOUTH EAST) (NO.) ORDER 20..

The Secretary of State makes this Order in exercise of powers under section 247 of the Town and Country Planning Act 1990, ("the Act").

1. The Secretary of State authorises the stopping up of the highways described in the Schedule to this Order and shown on the plan numbered NATTRAN/SE/S247/5527, to enable development to be carried out in accordance with the planning permission granted by Milton Keynes Council, under reference 20/00942/OUT.
2. No part of the said highway shall be stopped up pursuant to this Order earlier than the date on which the provisions of Article 3(1) of this Order have been complied with.
3. (1) Milton Keynes Council shall provide:-
 - a) new highway as proposed and detailed in the approved planning permission, development plans and associated legal agreements; and
 - b) improvement of the highway as proposed and detailed in the approved planning permission, development plans and associated legal agreements.
4. Where immediately before the date of this Order there is any apparatus of statutory undertakers under, in, on, over, along or across any highway authorised to be stopped up pursuant to this Order then, subject to section 261(4) of the Act, those undertakers shall have the same rights as respects that apparatus after that highway is stopped up as they had immediately beforehand.
5. This Order shall come into force on the **(Date of publication)**.

Signed by authority of
the Secretary of State

TIM BRIMELOW
An Official in the
National Transport Casework Team
Department for Transport

THE SCHEDULE

Description of highways to be stopped up

The highways to be stopped up are at Bletchley in Milton Keynes, shown on the plan and are: -

1. A length and part width of Tummell Way. It commences from grid reference E: 487301, N: 232482 extending in a north easterly direction for a distance of 42.06 metres and having a maximum width of 16.33 metres (marked 1 on the plan).
2. A length and part width of Tummell Way. It commences from grid reference E: 487330, N: 232510 extending in a north easterly direction for a distance of 43.03 metres and having a maximum width of 16.48 metres (marked 2 on the plan).

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PUBLIC NOTICE

DEPARTMENT FOR TRANSPORT

TOWN AND COUNTRY PLANNING ACT 1990

The Secretary of State gives notice of the proposal to make an Order under section 247 of the above Act to authorise the stopping up of 2 lengths and part widths of Tummell Way at Bletchley in Milton Keynes.

If made, the Order would authorise the stopping up only to enable development as permitted by Milton Keynes Council, under reference 20/00942/OUT.

Copies of the draft Order and relevant plan will be available for inspection during normal opening hours at Spotlight Office, 114 Serpentine Court, Lakes Estate, Bletchley, Milton Keynes, MK2 3QL in the 28 days commencing on 14 September, and may be obtained, free of charge, from the addresses stated below quoting NATTRAN/SE/S247/5527.

Any person may object to the making of the proposed order by stating their reasons in writing to the Secretary of State at nationalcasework@dft.gov.uk or National Transport Casework Team, Tyneside House, Skinnerburn Road, Newcastle upon Tyne NE4 7AR, quoting the above reference. Objections should be received by midnight on **12 October 2023**. You are advised that your personal data and correspondence will be passed to the applicant/agent to enable your objection to be considered. If you do not wish your personal data to be forwarded, please state your reasons when submitting your objection.



S Zamenzadeh, Casework Manager

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PUBLIC NOTICE

DEPARTMENT FOR TRANSPORT

TOWN AND COUNTRY PLANNING ACT 1990

The Secretary of State gives notice of the proposal to make an Order under section 247 of the above Act to authorise the stopping up of various footpaths which lie to the west of Windermere Drive and a length of Windermere Drive underpass at Bletchley in Milton Keynes.

If made, the Order would authorise the stopping up only to enable development as permitted by Milton Keynes Council, under reference 20/00942/OUT.

Copies of the draft Order and relevant plan will be available for inspection during normal opening hours at Spotlight Office, 114 Serpentine Court, Lakes Estate, Bletchley, Milton Keynes, MK2 3QL in the 28 days commencing on 21 September 2023, and may be obtained, free of charge, from the addresses stated below quoting NATTRAN/SE/S247/5528.

Any person may object to the making of the proposed order by stating their reasons in writing to the Secretary of State at nationalcasework@dft.gov.uk or National Transport Casework Team, Tyneside House, Skinnerburn Road, Newcastle upon Tyne NE4 7AR, quoting the above reference. Objections should be received by midnight on **19 October 2023**. You are advised that your personal data and correspondence will be passed to the applicant/agent to enable your objection to be considered. If you do not wish your personal data to be forwarded, please state your reasons when submitting your objection.



S Zamenzadeh, Casework Manager

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TOWN AND COUNTRY PLANNING ACT 1990

THE STOPPING UP OF HIGHWAYS (SOUTH EAST) (NO.) ORDER 20..

The Secretary of State makes this Order in exercise of powers under section 247 of the Town and Country Planning Act 1990, ("the Act").

1. The Secretary of State authorises the stopping up of the highways described in the Schedule to this Order and shown on the plan numbered NATTRAN/SE/S247/5528, to enable development to be carried out in accordance with the planning permission granted by Milton Keynes Council, under reference 20/00942/OUT.
2. No part of the said highway shall be stopped up pursuant to this Order earlier than the date on which the provisions of Article 3(1) of this Order have been complied with.
3. (1) Milton Keynes Council shall provide:-
 - a) new highway as proposed and detailed in the approved planning permission, development plans and associated legal agreements; and
 - b) improvement of the highway as proposed and detailed in the approved planning permission, development plans and associated legal agreements.
4. Where immediately before the date of this Order there is any apparatus of statutory undertakers under, in, on, over, along or across any highway authorised to be stopped up pursuant to this Order then, subject to section 261(4) of the Act, those undertakers shall have the same rights as respects that apparatus after that highway is stopped up as they had immediately beforehand.
5. This Order shall come into force on the **(Date of publication)**.

Signed by authority of
the Secretary of State

TIM BRIMELOW
An Official in the
National Transport Casework Team
Department for Transport

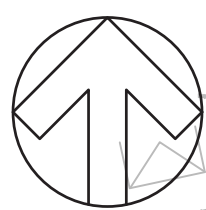
THE SCHEDULE

Description of highways to be stopped up

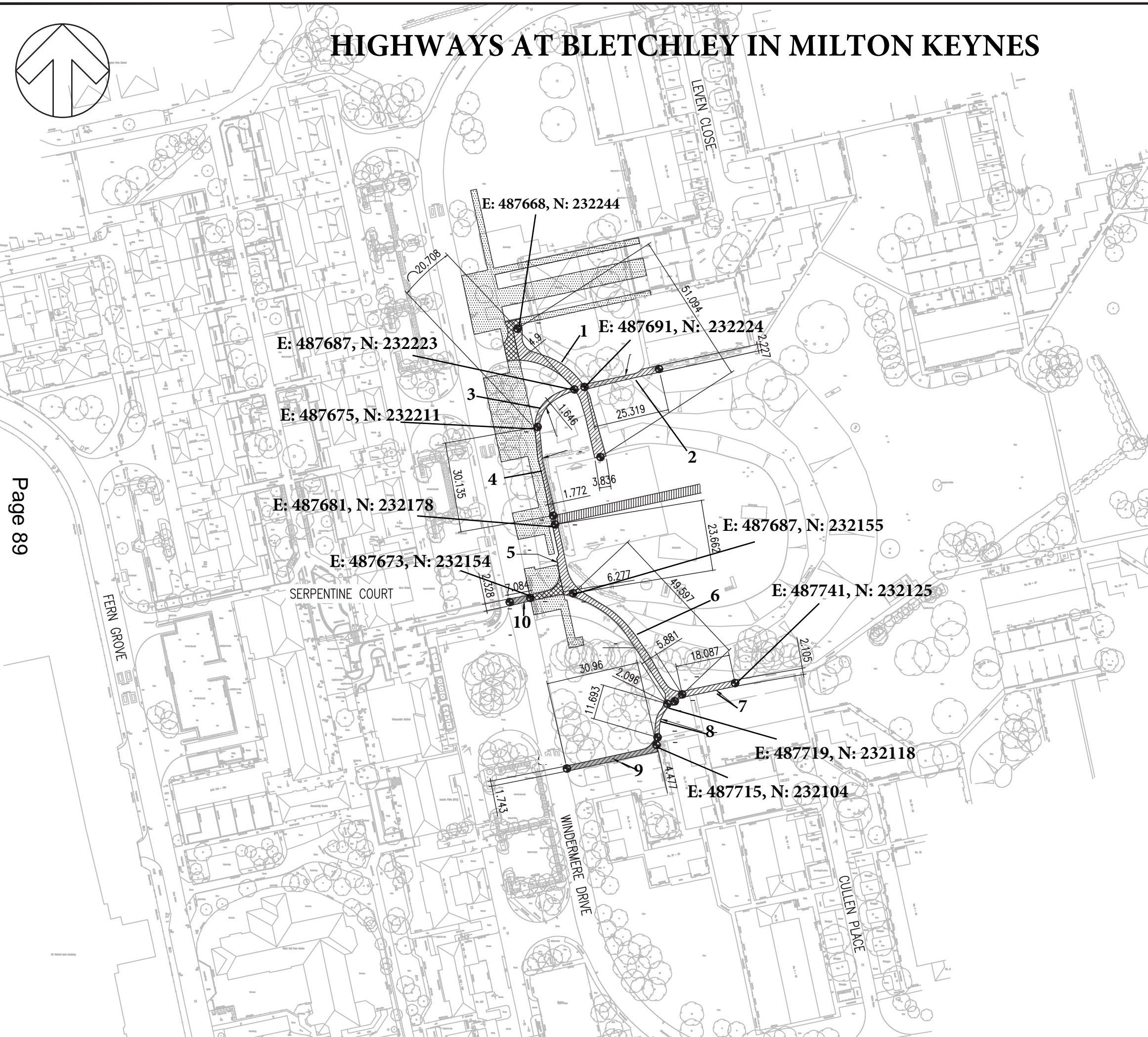
The highways to be stopped up are at Bletchley in Milton Keynes, shown on the plan and are: -

1. A length of unnamed footpath which lies to the east of Windermere Drive. It commences from grid reference E: 487668, N: 232244 extending in a south easterly direction for a distance of 51.9 metres (marked 1 on the plan).
2. A length of unnamed footpath which lies to the east of Windermere Drive. It commences from grid reference E: 487691, N: 232224 extending in a north easterly direction for a distance of 25.32 metres (marked 2 on the plan).


3. A length of unnamed footpath which lies to the east of Windermere Drive. It commences from grid reference E: 487687, N: 232223 extending in a generally south westerly direction for a distance of 20.71 metres (marked 3 on the plan).
4. A length of unnamed footpath which lies to the east of Windermere Drive. It commences from grid reference E: 487675, N: 232211 extending in a south easterly direction for a distance of 30.14 metres (marked 4 on the plan).
5. A length of unnamed footpath which lies to the east of Windermere Drive. It commences from grid reference E: 487681, N: 232178 extending in a south easterly direction for a distance of 23.66 metres (marked 5 on the plan).
6. A length of unnamed footpath which lies to the east of Windermere Drive. It commences from grid reference E: 487687, N: 232155 extending in a south easterly direction for a distance of 49.60 metres (marked 6 on the plan).
7. A length of unnamed footpath which lies to the east of Windermere Drive. It commences from grid reference E: 487741, N: 232125 extending in a south westerly direction for a distance of 18.09 metres (marked 7 on the plan).
8. A length of unnamed footpath which lies to the east of Windermere Drive. It commences from grid reference E: 487719, N: 232118 extending in a south westerly direction for a distance of 11.69 metres (marked 8 on the plan).
9. A length of unnamed footpath which lies to the east of Windermere Drive. It commences from grid reference E: 487715, N: 232104 extending in a south westerly direction for a distance of 30.96 metres (marked 9 on the plan).
10. A length of Windermere Drive underpass. It commences from grid reference E: 487673, N: 232154 extending in a south westerly direction for a distance of 7.08 metres (marked 10 on the plan).

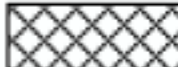


HIGHWAYS AT BLETCHLEY IN MILTON KEYNES




Key Scale 1:1250 @ A3

Highways to be stopped up 

Proposed highways to be improved 

Proposed new Highways – all purpose 

Proposed footpath to be provided 

National Transport Casework Team

Department for Transport

Plan No:
NATTRAN/SE/S247/5528

Signed by Authority of the Secretary of State

on.....

Signature.....

TIM BRIMELOW
An Official in the
National Transport Casework Team
Department for Transport

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Previous correspondence to town and parish councils for information only

Please find attached the list of September service changes provided by operators. These will also be published on the transport hub of the MKCC website.

Please note that services in Milton Keynes are fully commercially delivered by operators, with the following exceptions:

33/33A contracted by MKCC, 21 & 41 partially contracted by MKCC, 150 diversion through Coffee Hall contracted by MKCC.

MKCC only sets the timetable and routing for the 33/33A and adds journeys to the other services. All remaining services are determined in full by the operator.

Adele Everley-Wearing

Strategic Lead for Transport

SERVICES CHANGES FROM 3RD SEPTEMBER 2023

ARRIVA

1/2	<ul style="list-style-type: none"> There are changes to the afternoon timetable to split Hazeley Academy and Watling Academy over two separate journeys. There are also some changes to meet the new times of the school day at St Paul's. Some lightly used journeys will no longer operate.
3	<ul style="list-style-type: none"> There are some small changes to the timetable to improve punctuality.
4	<ul style="list-style-type: none"> There are some small changes to the timetable to improve punctuality. Some lightly used journeys will no longer operate.
5/6	<ul style="list-style-type: none"> Both services will now operate via Newton Leys - service 5 as present to Asda and then continuing in an anti-clockwise loop along Galapagos Grove, Santa Cruz Avenue, and St Helena Avenue; service 6 in a clockwise loop of St Helena Avenue, Santa Cruz Avenue, Galapagos Grove. Milton Keynes City Council are working to get new bus stops in place ready for the route change to start. Service 6 will no longer serve Windermere Drive, running along Stoke Road as per service 5.
7	<ul style="list-style-type: none"> The Sunday timetable is revised to balance departures off Wolverton.
8/9	<ul style="list-style-type: none"> Service 150 will now serve The Open University, so the current 9/9A journeys will become regular 8/8A trips. Evening journeys will all run as service 8/8A.
33/X33	<ul style="list-style-type: none"> There are some small changes to the timetable as St Paul's School are changing the times of the school day.
150/250	<ul style="list-style-type: none"> Operation of this route will, for the moment, transfer from Aylesbury depot. Buses will now run via The Open University instead of Stadium MK.
M5/M6	<ul style="list-style-type: none"> There are some small changes to the timetable to improve punctuality. Service M6 will additionally run on Sundays.
X60	<ul style="list-style-type: none"> There are some small changes to the timetable to improve punctuality. The last evening journey from CMK to Buckingham will no longer operate, with other local services available for customers travelling within Milton Keynes.

SERVICES BY OTHER OPERATORS

UNO BUSES

CMK-Cranfield-Bedford services C1, C10 (also serves Newport Pagnell), C11 and CX: minor timetable changes to accommodate college day timings

Z & S TRANSPORT

St Paul's School services 601 to 609: revised afternoon timings on schoolday Mondays and Fridays, due to revisions to school finish times on these days.

GRANT PALMER LTD

CMK-Magna Park Ampthill/Flitwick service 34: enhanced morning timetable now a regular hourly through service 06:30 to 14:30.

STAGECOACH MIDLANDS

College day service 83 CMK-Buckingham-Silverstone UTC: amended afternoon return time due to revised college day finish times.

Bletchley & Fenny Stratford Neighbourhood Plan: Project Plan

8.9.23

Action	Who	Days		2023/24														
		Budget	Actual	A	M	J	J	A	S	O	N	D	J	F	M			
2 Task Teams																		
2.01 Action Plan Implementation	OH/SG	8.0	8.0	1.0	1.0	2.0	2.0											
2.02 Task Team meetings	TTs/OH	3.0	3.0		1.0	1.0	1.0											
2.03 SG meetings	SG/OH	2.0	2.0	X		0.5	0.5											
2.04 Policy idea generation	OH	2.0	2.0				2.0											
3 Policy Drafting																		
3.01 SG review	SG/OH	0.5	0.5					0.5										
3.02 Draft policy production etc	OH	7.0						7.0										
3.03 SG review	SG/OH	0.5							0.5									
3.04 Stakeholder engagement	SG	-																
3.05 SG review	SG/OH	0.5																
4 Draft Plan Preparation (Reg 14)																		
4.01 Document production	OH/SG	5.0																
4.02 SG review	SG/OH	0.5																
4.03 BFSTC approval	BFSTC	-																
4.04 Reg 14 consultation period	SG	-																
5 Critical Review (Reg 15)																		
5.01 Review comments	OH/SG	2.0																
5.02 SG review	SG/OH	0.5																
5.03 Final document production	OH	2.0																
5.04 Draft Basic Conditions Statement	OH	2.0																
5.05 Draft Consultation Statement	SG/OH	0.5																
5.06 SG review	SG/OH	0.5																
5.07 BFSTC approval	BFSTC	-																
5.08 Submission to MKC	BFSTC	-																
Project management	OH	3.5	1.0															
				44.0	20.5	1.0	2.5	4.0	5.5	0.5	7.5	1.0	1.0	6.0	0.0	5.0	3.0	

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BLETCHLEY & FENNY STRATFOR NEIGHBOURHOOD PLAN

NOTE FOR JOINT TASK TEAM SESSION: JULY 2023

Purpose

The purpose of this note is to summarise the work of the Development (DTT) and Environment (ETT) Task Teams to July 2023 and to suggest policy responses for discussion at the joint session on 19 July 2023.

Background

The two task teams were each given a brief to review existing relevant data and to generate their own data from survey work, based on the general policy opportunities agreed by the Steering Group in October 2022. The survey and analysis work would inform those opportunities and enable the Group to develop more specific policy ideas.

At the same time, MKCC has been progressing its Town Deal programme with a view to making specific proposals for the station area and Brunel Centre later in 2023. And planning applications for major development schemes continue to be submitted, e.g. the former Travis Perkins site on Simpson Road in Fenny.

Insights from the Task Team Work

Development

The DTT has created a map of sites of interest for potential redevelopment in the coming years. Some sites have been discarded as they now have planning permission; some are too small to matter; and others are wrapped up in the central Bletchley masterplanning work.

Fenny

There is a cluster of sites in Fenny, especially in its Simpson Road area, which has already seen the start of what become a longer term change from industrial to residential land. This cluster seems significant enough to bring about a long term rejuvenation of Fenny as its own place, distinct from both Bletchley and wider MK. The earlier community engagement, and policy scoping session, indicated that this would be a welcome outcome of the NP. The technical work since hints that there may be enough site opportunities, together with broader place management actions, to make this real.

The analysis of Aylesbury Street indicates it has a relatively high trend (ground floor) vacancy rate of 17% at October 2021, which is higher than the average 2021 rate for 'high streets' of 9%. However the data needs to be brought up to date (July 2023), which ought to indicate a lower recent rate and the street does otherwise have a healthy mix of commercial and café/restaurant/pub uses.

It is understood that some public realm improvement ideas are being generated by work funded by the Town Deal and this initiative may help bolster commercial activity. As with many such 'high streets' their dual function as main highways (here connecting Watling Street through Fenny to Bletchley) means they have high traffic counts. But in turn this leads to higher levels of passing custom if parking is immediately available. It was also noted that one business has taken

to painting a mural on its frontage, which is distinctive and there are other examples of this type of 'public art' helping define the character of commercial streets.

The recent changes to the national planning system have made managing the mix of uses through planning policy very difficult. Most changes of use do not require planning permission at all, and many others are automatically permitted within certain conditions. The purpose of an NP policy would therefore be to signal to property owners, investors and businesses the type of 'high street' Fenny could be, bringing together the ideal mix of uses, public realm improvements and development sites.

Bletchley

In central Bletchley there are sites north and south of Queensway in Bletchley that appear beyond the focus of the current masterplanning work. And its length between Princes Way and Victoria Road is likely to see more pressures for change as the core town centre contracts to a smaller area at its western end closest to the station. The challenge has been to understand how and when the Town Deal initiative may bring forward proposals for that area so that the NP can have proposals that fit well.

The team has looked at the planning history of the sites and at the history of other recently approved and built schemes in the area as either good or bad examples of redevelopment. It has recorded types of commercial, business, service, health, housing and other uses to analyse how Queensway is changing. It indicates that vacancy rates are lower than the 17% 'town centre' average with a very strong presence of independent retailers, which is much higher (4+ independents for every multiple retailer) than the average for town centres (2.7). There is also a broad range of shops, cafes and services that reflect the multi-ethnic diversity in the town's population.

For years that metric was regarded as a weakness, with too few multiples a sign that the centre was underperforming. Now it is seen as a sign of future potential strength, if the surrounding conditions are favourable for investment. The challenge here though is to work with the key principles of the adopted Urban Design Framework (UDF) document and of the various proposals emerging from the Town Deal, most especially the redevelopment of the Brunel Centre.

Aside from the team's own work, we have identified the potential to recreate two-sided terraced streets at Albert Street and Oliver Road, the former possibly as part of the provision of a multi-storey car park to the rear and the latter as part of the Brunel Centre scheme (or at the very least a harmonious, active commercial frontage to Oliver Road to replace the building mass that blights the northern end of the street as now).

We have also identified the potential hinted at in the UDF (but taken no further) to redesign the spaces along the rear of Queensway at Cawkwell Place and Findlay Place. Both are blighted by a poor arrangement of parking, service yards, vacant space and under-used or vacant buildings that could be rearranged (with some parking relocated) to deliver high quality mews streets of primarily housing but also some complementary commercial units. In addition, the eastern end of Findlay Place coincides with the library, health centre and car wash site, which is a significant redevelopment opportunity, provided those important community facilities can be relocated within future Queensway plans at the real heart of the town. The land at Bull Lane at the far end of Queensway may also be suited to this type of redevelopment scheme.

The one matter it has not been able to progress is housing needs assessment to inform policies on the mix of new housing types and tenures that would best meet the area's needs. It required a report from the NP Support Programme contractor, but the programme has been closed to applications since March. If the project is to remain on track then this policy idea will have to be left to a later version of the plan.

Environment

The work of the ETT was focused around five areas: Green Infrastructure (GI), Local Green Spaces, Climate Change, Walking and Cycling Routes and Local Heritage Assets.

Green Infrastructure

Earlier on in the process, we produced a 'Green Infrastructure Network' map. This was comprised of land with known biodiversity value, priority habitats, woodlands, significant hedgerows and lines of trees. There were also two other version of this map produced which show opportunities for natural flood management and expansion of the national habitat network.

The focus of the group was on the first map which showed the existing network. The ETT split the map up into sections and walked around their area to verify what was shown on the original map. This process was important as the original map was created using desk-based methods e.g. habitat data and Google Maps. These data sources can sometimes be inaccurate on the ground-level or out of date in the case of Google Street View. The group has collected a significant amount of data in relation to GI, including where there are opportunities for tree planting. The data is still in somewhat qualitative format, so to round-off this policy, the ETT will need to identify which parts of the original GI map need to be amended to reflect what they found 'on the ground'.

Local Green Spaces

The idea of designating Local Green Spaces was discussed in a number of the ETT meetings. There was some confusion and the difference between Local Green Spaces and the wider GI Network. GI mainly consists of assets of biodiversity value and can include hedgerows, significant lines of trees, priority habitats, etc. Local Green Spaces are defined areas that have a specific value to the local community (beauty, historic significance, recreational value, tranquillity or richness of its wildlife) e.g. a park or play area. On the Excel spreadsheet where the group have collected their data, there have been two Local Green Space candidates identified: Leon Recreational Grounds Park and Manor Road Cemetery. It is likely there are more candidates in the Neighbourhood Area, but OH is waiting to hear back from the group on this. As part of this, the group will need to provide a description of each Local Green Space.

Walking & Cycling

On the topic of Walking and Cycling Routes, it was highlighted how little cycling provision there is in Bletchley and Fenny Stratford. It was also noted that there was a Local Cycling & Walking Infrastructure Plan commissioned by MKCC and published in late 2021. The report highlights a number of proposed routes in the area and for this reason, the group felt it wasn't necessary for them to do a full review of the cycling infrastructure, like they were doing with GI.

Local Heritage Assets

Designating Local Heritage Assets was also discussed with the ETT, including the process by which they can be designated. The group identified some initial potential candidates in some of their meeting but are yet to provide OH with a full list of candidates. An example report was shared with the ETT from another Neighbourhood Plan to show what evidence is needed to designate a Local Heritage Asset. This includes a photograph and description of the asset, including what its particular heritage value is.

For climate change, OH presented the idea of a Zero Carbon Buildings (PassivHaus) policy to the ETT. The group seemed enthusiastic about this and felt it would be appropriate for the Neighbourhood Plan to include a policy like this. As this is a template policy which has passed through examination in a number of Neighbourhood Plans, there wasn't any work or evidence collection for the ETT to complete for this area.

Other Policy Ideas

Some other policy ideas, or general objectives at least, were discussed in 2022 but were not part of the task team action plans. For completeness, ideas have been generated below for the Steering Group to consider.

Objectives

The overall objectives of the NP should be framed around the policy ideas, which themselves have been based on the following goals:

- To connect the Town Deal and Urban Design Framework initiatives in Central Bletchley (Brunel Centre and station environs) with the rest of the town to spread the economic development opportunities for maximum benefit
- To make Fenny a more successful and distinctive place that complements Bletchley and integrates Eaton Leys
- To make Newton Leys a more self-sustaining community
- To conserve the local character of Water Eaton
- To acknowledge the strategic employment and leisure role of Denbigh in MK

Emerging Policy Ideas

Of the initial policy scope agreed in October 2022, it seems most of those ideas will have value. We have taken the task teams' work and reflected on that scope to suggest the following draft list of policy ideas:

Policy No.	Policy Title	Policy Intent
BFS1	Spatial Plan	Defining the key parts of the Neighbourhood Area and their distinct roles: <ul style="list-style-type: none"> • Central Bletchley – a revitalised town • Fenny Village – a thriving urban village • Newton Leys – a new sustainable community • Water Eaton – a village within a town • Denbigh – the commercial heart of MK.
Central Bletchley		
BFS2	Queensway	Defining a target mix of Class E and other uses, including residential.
BFS3	Queensway Edges	Making proposals for: <ul style="list-style-type: none"> • new mews streets at Cawkwell Way (site number 14 on the map below), Findlay Way (10) and Bull Lane (9) • new terraced housing along Albert Street (13) and Oliver Road (12) • relocation of library and health centre into redeveloped Brunel Centre and to create site (including industrial yard on Findlay Way) for new homes (10).
BFS4	Public Parking	Making proposals for consolidation of parking at a new multi-storey car park at either the Brunel Centre and/or Albert Street to create space for new mews streets and terraces.
Fenny Urban Village		
BFS5	Development Opportunities	Making proposals for: <ul style="list-style-type: none"> • Watling Street/Simpson Road (2) – retain Watling Street frontage but residential redevelopment of land behind to form new frontage to the canal • Simpson Road West (Hirebase)(4) – redevelop for residential • Simpson Road East (Travis Perkins)(3) – redevelop for residential (assuming current proposals are refused) • Watling Terrace (1) – redevelop for residential • Aylesbury Street to Wharfside (5) – redevelop for mix of commercial/business and residential uses by creating a new pedestrian

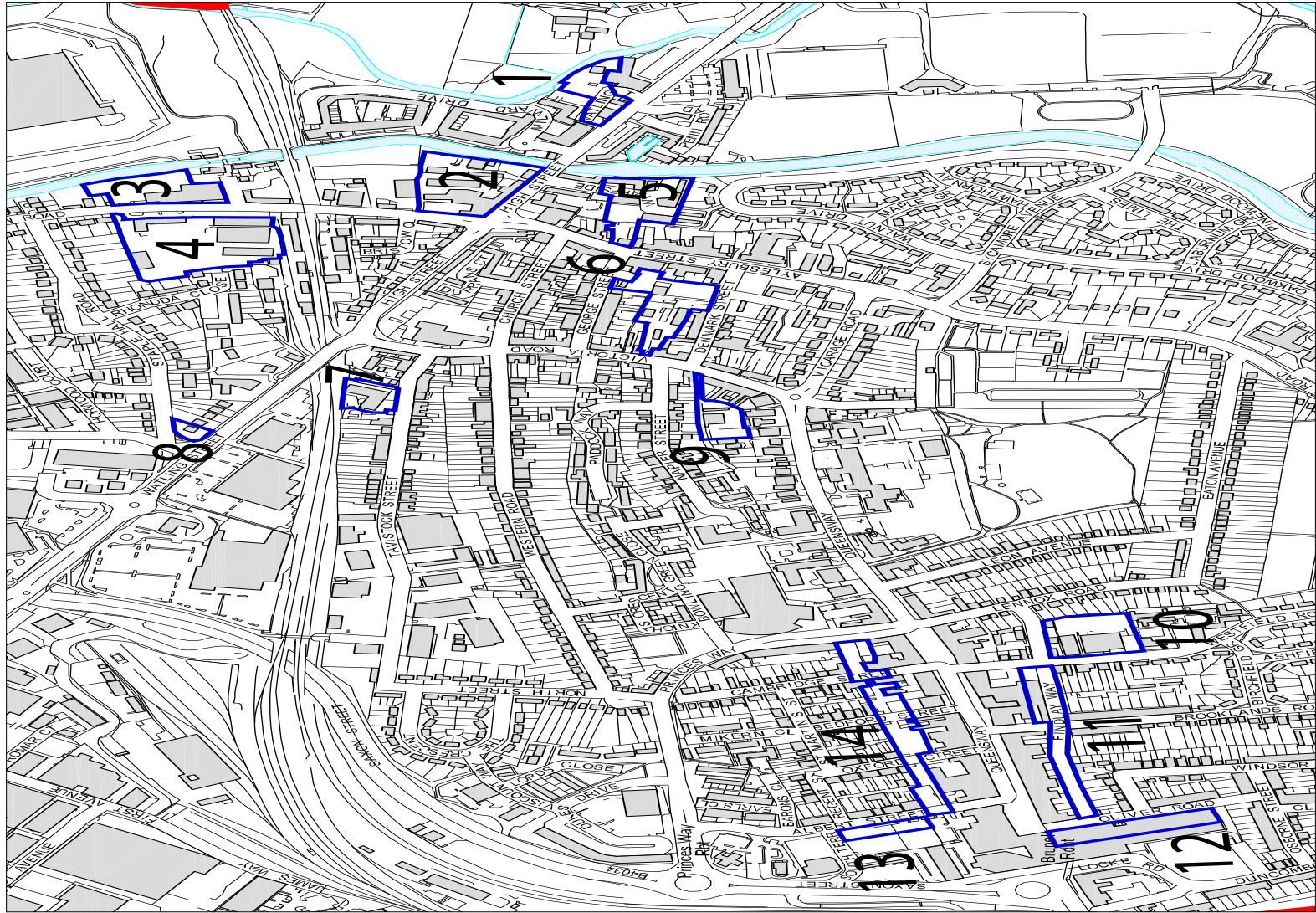
		<p>link to connect Aylesbury Street with the canal (and possible new bridge to towpath)</p> <ul style="list-style-type: none"> • George Street to Denmark Street (6) – redevelop for mews streets (assuming Aylesbury Street public realm improved to create more on street parking spaces) • 16-26 Tavistock Street (7) – redevelop for residential • Staple Hall Road/Watling Street (8) – develop vacant plot on prominent corner at entrance to Fenny for landmark residential building
BFS6	Aylesbury Street	Defining a target mix of Class E and other uses and encourage public realm improvements.
BFS7	Canalside	Defining design principles for any future scheme adjoining the canal (to combine with Policy BFS5).
BFS8	Business Uses	Defining land for protection from loss of business uses and to require the retention of some business uses on mixed development schemes.
General		
BFS9	Newton Leys	Encouraging the provision of additional community facilities and service uses.
BFS10	Water Eaton	Defining part of Mill Road as an Area of Special Character.
BFS11	Denbigh	Reinforcing its role as a suitable location for industrial, commercial, large retail and leisure uses.
BFS12	Infill Design Code	Defining a Bletchley and Fenny code of suitable building types and materials for use in infill schemes not defined in policies BFS3 and BFS5.
BFS13	Green Infrastructure Network	Defining the existing network (biodiversity value and recreational/amenity value) on a map to protect it from loss and to encourage its improvement and better connectivity (habitats and people).
BFS14	Local Green Spaces	Designating LGSs for protection from inappropriate development.
BFS15	Walking & Cycling	Defining the network of main footpaths and cycleways and identifying opportunity areas/routes to improve its connectivity.
BFS16	Local Heritage Assets	Defining buildings and structures of local architectural and historic value for protection from unjustified harm.
BFS17	Zero Carbon Buildings	Encourages buildings to be built to PassivHaus or equivalent standard.

Next Steps

Once the joint task teams meeting on 19 July has reviewed this paper, it will be modified as necessary for the steering group to consider on 3 August. Once it is happy with the scope and intent of these ideas, we will flesh them out and illustrate them as draft content for the steering group on 7 September to consider for the October engagement activities. The steering group will meet on 5 October to sign off that content.

Whilst much of the illustrative content will be derived from the mapping already completed, the material for policies BFS3 and BFS5 may be either be limited to very simple ideas or, if the resource is available via the Town Deal, more refined scheme ideas. Those ideas could be translated into proposals that can be taken forward by the Town Council as Neighbourhood Development Orders to lower the planning risk to encourage quality schemes to come forward from land interests.

Policies BFS3 and BFS5 Sites



LOCAL COUNCIL AWARD SCHEME – QUALITY AWARD ACHIEVEMENT

July 2023

Dear Delia

As chair of the National Association of Local Councils (NALC), it is with great pleasure that I confirm that **Bletchley and Fenny Stratford Town Council** has achieved the Quality Award.

Receiving the Quality Award is an excellent achievement showing that your local (parish and town) council achieves good practices in governance, community engagement and council improvement. Furthermore, this award shows that your council has gone above and beyond the legal obligations; you lead your community and continuously seek opportunities to improve and develop even further. Therefore, the council is to be congratulated immensely.

I want to express my sincere thanks to you **Delia Shephard**, for your hard work submitting the Quality Award application and the additional work throughout the assessment process.

My expression of thanks is also given to **Bletchley and Fenny Stratford Town Council**. Your service to your community and supporting your Local Council Award Scheme application are recognised and reflected in your achievement.

As your council has shown its commitment to continuous improvement and development, I very much look forward to **Bletchley and Fenny Stratford Town Council** applying for the Quality Gold Award and celebrating more achievements.

Yours sincerely,



NALC Chair

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LOCAL COUNCIL
AWARD SCHEME
QUALITY



start date

valid until

The Quality Award demonstrates that a council achieves good practice in governance, community engagement and council improvement.



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Bletchley and Fenny Stratford Town Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2023

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Accounts and Audit Regulations 2015 (SI 2015/234)

1. The audit of accounts for Bletchley and Fenny Stratford Town Council for the year ended 31 March 2023 has been completed and the accounts have been published.

2. The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of Bletchley and Fenny Stratford Town Council on application to:

Delia Shephard
Town Clerk
Sycamore House
Drayton Road
Bletchley
MK2 3RR
01908 649469
clerk@bletchleyfennystratford-tc.gov.uk

The hours during which the inspection rights may be exercised by appointment are 9 am to 1 pm on Mondays and 9 am to 4 pm on Tuesday, Wednesday, Thursday and Fridays at Bletchley Library.

3. Copies will be provided to any person on payment of 30p for each copy of the Annual Governance & Accountability Return.

Announcement made by: Delia Shephard, Town Clerk

Date of announcement: 8 August 2023

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Annual Governance and Accountability Return 2022/23 Form 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
 - are unable to certify themselves as exempt (fee payable); or
 - have requested a limited assurance review (fee payable)

Guidance notes on completing Form 3 of the Annual Governance and Accountability Return 2022/23

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Form 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.
2. **The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:**
 - The **Annual Internal Audit Report** **must** be completed by the authority's internal auditor.
 - **Sections 1 and 2** **must** be completed and approved by the authority.
 - **Section 3** is completed by the external auditor and will be returned to the authority.
3. The authority **must** approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both **must** be approved and published on the authority website/webpage **before 1 July 2023**.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, **must** return to the external auditor by email or post (not both) **no later than 30 June 2023**. Reminder letters will incur a charge of £40 +VAT:
 - the Annual Governance and Accountability Return Sections 1 and 2, together with
 - a bank reconciliation as at 31 March 2023
 - an explanation of any significant year on year variances in the accounting statements
 - notification of the commencement date of the period for the exercise of public rights
 - Annual Internal Audit Report 2022/23

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability **Section 1, Section 2 and Section 3 – External Auditor Report and Certificate** will be returned to the authority by email or post.

Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on the authority website/webpage:

Before 1 July 2023 authorities **must** publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- **Section 1 - Annual Governance Statement 2022/23**, approved and signed, page 4
- **Section 2 - Accounting Statements 2022/23**, approved and signed, page 5

Not later than 30 September 2023 authorities **must** publish:

- Notice of conclusion of audit
- **Section 3 - External Auditor Report and Certificate**
- **Sections 1 and 2 of AGAR** including any amendments as a result of the limited assurance review.

It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.

Guidance notes on completing Form 3 of the Annual Governance and Accountability Return (AGAR) 2022/23

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR. *Proper Practices* are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the AGAR is complete (no highlighted boxes left empty) and is properly signed and dated. Any amendments must be approved by the authority and properly initialled.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- Use the checklist provided below to review the AGAR for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2023.
- The Annual Governance Statement (Section 1) must be approved on the same day or before the Accounting Statements (Section 2) and evidenced by the agenda or minute references.
- The Responsible Financial Officer (RFO) must certify the accounts (Section 2) before they are presented to the authority for approval. The authority must in this order; consider, approve and sign the accounts.
- The RFO is required to commence the public rights period as soon as practical after the date of the AGAR approval.
- **You must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chairman, and provide relevant authority owned generic email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the AGAR covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (**Section 2, page 5**). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide**.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- If the bank reconciliation is incomplete or variances not **fully** explained then additional costs may be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2022) equals the balance brought forward in the current year (Box 1 of 2023).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights of 30 consecutive working days which **must** include the first ten working days of July.
- The authority **must** publish on the authority website/webpage the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2023**.

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?	✓	
	Has all additional information requested, including the dates set for the period for the exercise of public rights , been provided for the external auditor?	✓	
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?	✓	
Section 1	For any statement to which the response is 'no', has an explanation been published?	✓	
Section 2	Has the Responsible Financial Officer signed the accounting statements before presentation to the authority for approval?	✓	
	Has the authority's approval of the accounting statements been confirmed by the signature of the Chairman of the approval meeting?	✓	
	Has an explanation of significant variations been published where required?	✓	
	Has the bank reconciliation as at 31 March 2023 been reconciled to Box 8?	✓	
	Has an explanation of any difference between Box 7 and Box 8 been provided?	✓	
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? NB: do not send trust accounting statements unless requested.	✓	

**Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices*, can be downloaded from www.nalc.gov.uk or from www.ada.org.uk

Annual Internal Audit Report 2022/23

Bletchley and Fenny Stratford Town Council

www.bletchleyfennystratford-tc.gov.uk

During the financial year ended 31 March 2023, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2022/23 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2021/22, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2021/22 AGAR tick "not covered")			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2022-23 AGAR period, were public rights in relation to the 2021-22 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2021/22 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

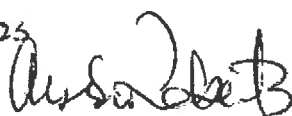
Date(s) internal audit undertaken

20/10/2022 12/04/2023

Name of person who carried out the internal audit

ADRIAN SHEPHERD-ROBERTS

Signature of person who carried out the internal audit



Date

12/04/2023

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2022/23

We acknowledge as the members of:

Bletchley and Fenny Stratford Town Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2023, that:

	Agreed			'Yes' means that this authority:
	Yes	No*		
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓			prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓			made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓			has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓			during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓			considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓			arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓			responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓			disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.
			✓	

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

25/04/2023

and recorded as minute reference:

FC 23/24 -10

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

Clerk




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Section 2 – Accounting Statements 2022/23 for

Bletchley and Fenny Stratford Town Council

	Year ending		Notes and guidance
	31 March 2022 £	31 March 2023 £	
1. Balances brought forward	1,615,654	1,277,168	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	732,147	963,259	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	325,455	289,451	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	335,033	434,787	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	1,061,055	850,609	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	1,277,168	1,244,482	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	1,348,118	1,371,970	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	689,200	707,774	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0		The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)			✓	The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2023 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

Alan M Brown

Date

25/04/2023

I confirm that these Accounting Statements were approved by this authority on this date:

25/04/2023

as recorded in minute reference:

FC23/24-10

Signed by Chairman of the meeting where the Accounting Statements were approved

[Signature]

Section 3 - External Auditor's Report and Certificate 2022/23

In respect of **Bletchley and Fenny Stratford Town Council – BU0019**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2023; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2022/23

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

3 External auditor certificate 2022/23

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2023.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

PKF Littlejohn LLP

Date

26/07/2023

Budget Summary August 2023

	<u>2023/24</u>		Variance
	<u>Actual</u>	<u>Budget</u>	
REVENUE EXPENDITURE			
Community Grants	32607	46075	13468
Democratic Services	14491	19386	4895
Planters	706	1500	794
Youth Work	7920	16240	8320
Dog Bins	4399	15200	10801
Senior Youth Club	6279	30450	24171
Spotlight	9424	20660	11236
Bandstand	332	1165	833
Community Engagement	25052	40600	15548
Christmas Lights Overhead Exp	-609	32555	33164
Christmas Event	250	17890	17640
Albert St Toilets	12508	44030	31522
Allotments & Community Orchard	3896	7261	3365
War Memorial	0	600	600
The Chapel	1014	2250	1236
Fenny Stratford Community Centre	13955	35641	21686
Professional Fees	10691	11421	730
Community Infrastructure Fund	336	13500	13164
Community Projects/Services	-1737	35820	37557
Well-being	21060	52200	31140
Landscaping	28088	124911	96823
Sycamore House (Office)	8857	21355	12498
Sycamore Hall	6027	13851	7824
Staff Costs	199542	492557	293015
74/76 Queensway/Library	6742	5000	-1742
Council Support Services	29553	107357	77804
Rolling Capital Programme Contribution	0	55000	55000
Town Council Vehicle	5994	6517	523
Neighbourhood Plan	4460	15000	10540
Newton Leys Pavilion	40851	108147	67296
Market	2535	3249	714
	<u>495223</u>	<u>1397388</u>	<u>902165</u>
INCOME			
Community Grants	1500	0	-1500
Spotlight	4567	7910	3343
Community Engagement	13730	11490	-2240
Precept/Grant	1144159	1178612	34453
Albert St Toilets	12950	12950	0
Allotments & Community Orchard	106	10060	9954
Landscaping	15000	43186	28186
Fenny Stratford Community Centre	14848	38080	23232
Sycamore Hall	312	0	-312
Council Support Services	17052	18400	1348
Neighbourhood Plan	-350	0	350
Newton Leys Pavilion	27156	75000	47844
Market	746	1700	954
	<u>1251776</u>	<u>1397388</u>	<u>145612</u>
NET REVENUE EXPENDITURE	<u>-756553</u>	<u>0</u>	<u>756553</u>

ROLLING CAPITAL PROGRAMME

	<u>2023/24</u>		Variance
	<u>Actual</u>	<u>Budget</u>	
Balance Brought Forward	497284	497284	0
Revenue Contribution	0	55000	55000
Sycamore House	3279	0	-3279
Sycamore Hall	0	350000	350000
Fenny Stratford Community Centre	0	3000	3000
Newton Leys Pavilion	0	3000	3000
Landscaping	0	29000	29000
Sycamore Hall IT	0	0	0
Sub Total	3279	385000	
Balance Carried Forward	494005	167284	

01/09/2023

Bletchley & Fenny Stratford Town Council

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Invoices Due for Payment by 30 September 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	
Aleron Fire Protection [ALERON]									
08/08/2023	INV-0759		INV-0759/Aleron Fire Protectio		30/09/2023	3,934.21		3,934.21	
Telephone :01908538138						Total of Invoices Due (ALERON)	3,934.21	0.00	3,934.21
Amazon									
11/08/2023	3413031		3413031/Amazon		11/09/2023	96.00		96.00	
						Total of Invoices Due (AMAZON)	96.00	0.00	96.00
Ciara Callaghan [CALLAGHAN]									
30/08/2023	006		006/Ciara Callaghan		30/08/2023	10,000.00		10,000.00	
Telephone :						Total of Invoices Due (CALLAGHAN)	10,000.00	0.00	10,000.00
Contact :Ciara Callaghan									
Elan City									
24/08/2023	SAJ-		SAJ-UK/2023/01279/Elan City		23/09/2023	6,091.20		6,091.20	
						Total of Invoices Due (ELAN CITY)	6,091.20	0.00	6,091.20
Eastern Shires Purchasing Organisation [ESPO]									
20/06/2023	6982729		6982729/Eastern Shires Purchas		20/07/2023	245.83		245.83	
26/06/2023	6992854		6992854/Eastern Shires Purchas		26/07/2023	12.00		12.00	
07/08/2023	7045057		7045057/Eastern Shires Purchas		06/09/2023	209.04		209.04	
16/08/2023	7049814		7049814/Eastern Shires Purchas		15/09/2023	21.00		21.00	
Telephone :0116 2657095 orders						Total of Invoices Due (ESPO)	487.87	0.00	487.87
Friends of Bletchley Railway [FRIENDS]									
22/08/2023	FC23/24-42		FC23/24-42/Friends of Bletchle		22/08/2023	1,009.00		1,009.00	
Telephone :						Total of Invoices Due (FRIENDS)	1,009.00	0.00	1,009.00
Contact :Paul Hagger									
Hygeniq Solutions [HYGENIQ]									
28/06/2023	E250623		E250623/Hygeniq Solutions		30/07/2023	0.20		0.20	
						Total of Invoices Due (HYGENIQ)	0.20	0.00	0.20
InspireAll Leisure and Family Support Se [INSPIREALL]									
14/08/2023	BLC011473		BLC011473/InspireAll Leisure a		14/08/2023	3,018.50		3,018.50	
						Total of Invoices Due (INSPIREALL)	3,018.50	0.00	3,018.50
LGRC Associates [LGRC]									
14/11/2022	ON ACC 266		P/Ledger Electronic Payment		14/11/2022	8.00		8.00	

Invoices Due for Payment by 30 September 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	
Telephone :01404 45973						Total of Invoices Due (LGRC)	8.00	0.00	8.00
David Mackenzie - Expenses [MACKENZIE]									
18/08/2023	EXPENSES		EXPENSES/David Mackenzie - Exp		18/08/2023	84.67		84.67	
						Total of Invoices Due (MACKENZIE)	84.67	0.00	84.67
MK Council [MKCOUNCIL]									
01/04/2023	69003054722		69003054722 23/24/MK Council		01/05/2023	2,515.00		2,515.00	
01/04/2023	69002910350		69002910350 23/24/MK Council		01/05/2023	865.00		865.00	
Telephone :01908 252502						Total of Invoices Due (MKCOUNCIL)	3,380.00	0.00	3,380.00
MKPride									
22/08/2023	SI-69		SI-69/MKPride		21/09/2023	180.00		180.00	
Telephone :						Total of Invoices Due (MKPRIDE)	180.00	0.00	180.00
Contact :Jo Astor Duggan									
Neal Landscapes [NEAL LSCAP]									
28/08/2023	17476		17476/Neal Landscapes		27/09/2023	576.00		576.00	
						Total of Invoices Due (NEAL LSCAP)	576.00	0.00	576.00
NPower									
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	
16/07/2023	IN07855860		IN07855860/NPower		15/08/2023	94.93		0.00	
15/08/2023	ON ACC 335		P/Ledger Electronic Payment		15/08/2023	-76.70		0.00	
16/08/2023	IN08098793		IN08098793/NPower		15/09/2023	20.59		0.00	
16/08/2023	IN08098792		IN08098792/NPower		15/09/2023	20.62		0.00	
16/08/2023	IN08098791		IN08098791/NPower		15/09/2023	24.32		21.10	
16/08/2023	IN08098789		IN08098789/NPower		15/09/2023	20.59		20.59	
16/08/2023	IN0809870		IN0809870/NPower		15/09/2023	20.95		20.95	
16/08/2023	IN08098745		IN08098745/NPower		15/09/2023	98.72		98.72	
16/08/2023	IN08098744		IN08098744/NPower		15/09/2023	25.57		25.57	
16/08/2023	IN08098741		IN08098741/NPower		15/09/2023	127.00		127.00	
Telephone :0845 070 9494						Total of Invoices Due (NPOWER)	313.93	0.00	313.93
Octopus Energy [OCTOPUS]									
10/07/2023	KI-1B90118B-004		KI-1B90118B-004/Octopus Energy		10/07/2023	212.79		212.79	
08/08/2023	KI-1B90118B-0005		KI-1B90118B-0005/Octopus Energy		08/08/2023	195.67		195.67	
						Total of Invoices Due (OCTOPUS)	408.46	0.00	408.46

Invoices Due for Payment by 30 September 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
OVO Energy [OVO]								
12/06/2023	12/06/2023		12/06/2023/OVO Energy		12/06/2023	-49.00		0.00
Total of Invoices Due (OVO)						-49.00	0.00	0.00
Pink Ladies Cleaning Services [PINKLADIES]								
31/08/2023	18SYCAMORE		18SYCAMORE/Pink Ladies		14/09/2023	414.00		414.00
31/08/2023	08SPOTLIGHT		08SPOTLIGHT/Pink Ladies Cleani		14/09/2023	414.00		414.00
Telephone :07743214819						Total of Invoices Due (PINKLADIES)		
Contact :Kay West						828.00	0.00	828.00
Securitas Security Serves (UK) Ltd [SECURITAS]								
02/08/2023	S-SIN1411532		S-SIN1411532/Securitas Securit		01/09/2023	550.80		550.80
06/08/2023	S-SIN1410911		S-SIN1410911/Securitas Securit		03/09/2023	635.46		635.46
09/08/2023	S-SIN1411151		S-SIN1411151/Securitas Securit		08/09/2023	540.00		540.00
09/08/2023	S-SIN1411152		S-SIN1411152/Securitas Securit		08/09/2023	48.00		48.00
09/08/2023	S-SIN1411153		S-SIN1411153/Securitas Securit		08/09/2023	48.00		48.00
Total of Invoices Due (SECURITAS)						1,822.26	0.00	1,822.26
Shred-It								
23/08/2023	9506004886		9506004886/Shred-It		22/09/2023	111.42		111.42
Telephone :0800 028 1164						Total of Invoices Due (SHRED-IT)		
						111.42	0.00	111.42
South East Security [SOUTHEAST]								
07/07/2023	245123		245123/South East Security		07/07/2023	2,670.00		2,670.00
01/08/2023	245861		245861/South East Security		01/08/2023	414.00		414.00
25/08/2023	246304		246304/South East Security		25/08/2023	72.00		72.00
25/08/2023	246305		246305/South East Security		25/08/2023	324.00		324.00
Telephone :01462 422500						Total of Invoices Due (SOUTHEAST)		
						3,480.00	0.00	3,480.00
Total Gas & Power Ltd [TOTALGAS]								
18/02/2023	291632907/23CR		291632907/23CR/Total Gas & Pow		18/03/2023	-0.01		0.00
10/08/2023	310044652/23		310044652/23/Total Gas & Power		07/09/2023	68.80		68.79
Telephone :01737 275800						Total of Invoices Due (TOTALGAS)		
						68.79	0.00	68.79
Tudor Environmental [TUDOR]								
03/08/2023	IN0267445		IN0267445/Tudor Environmental		30/09/2023	133.48		133.48
11/08/2023	IN0268874		IN0268874/Tudor Environmental		30/09/2023	214.90		214.90
22/08/2023	IN0270568		IN0270568/Tudor Environmental		30/09/2023	68.22		68.22
Telephone :02476856846						Total of Invoices Due (TUDOR)		
						416.60	0.00	416.60

Invoices Due for Payment by 30 September 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	
Vale Training [VALE]									
18/08/2023	30414919		30414919/Vale Training		18/08/2023	1,196.00		1,196.00	
Total of Invoices Due (VALE)						1,196.00	0.00	1,196.00	
White Ribbon UK [WHITERIBBO]									
18/08/2023	161		161/White Ribbon UK		18/08/2023	174.00		0.00	
18/08/2023	161C		161C/White Ribbon UK		18/08/2023	-174.00		0.00	
18/08/2023	161A		161A/White Ribbon UK		18/08/2023	174.00		174.00	
Telephone :01422 417327						Total of Invoices Due (WHITERIBBO)	174.00	0.00	174.00
WorkNest Limited [WORKNEST]									
24/08/2023	SINV051515		SINV051515/WorkNest Limited		07/09/2023	235.20		235.20	
Total of Invoices Due (WORKNEST)						235.20	0.00	235.20	
Total of Invoices Due (Purchase Ledger)						37,871.31	0.00	37,920.31	
TOTAL OF INVOICES DUE (ALL LEDGERS)						37,871.31	0.00	37,920.31	

Invoices Due for Payment by 30 September 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
Wave - Anglian Water Business [ANGLIANWAT]								
17/04/2023	11902057		11902057/Wave - Anglian Water		15/05/2023	56.55		0.00
02/06/2023	12089264		12089264/Wave - Anglian Water		26/06/2023	44.19		0.00
02/07/2023	12227687		12227687/Wave - Anglian Water		24/07/2023	177.53		0.00
18/07/2023	ON ACC 323		Purchase Ledger DDR Payment		18/07/2023	-149.00		0.00
02/08/2023	12363459		12363459/Wave - Anglian Water		24/08/2023	91.89		72.16
13/08/2023	12412494		12412494/Wave - Anglian Water		31/08/2023	61.92		61.92
15/08/2023	12422397		12422397/Wave - Anglian Water		04/09/2023	632.32		632.32
15/08/2023	12419721		12419721/Wave - Anglian Water		04/09/2023	196.56		196.56
16/08/2023	ON ACC 339		Purchase Ledger DDR Payment		16/08/2023	-149.00		0.00
Telephone :0345 070 4158						962.96	0.00	962.96
Barton Petroleum [BARTON]								
24/08/2023	ON ACC 341		Purchase Ledger DDR Payment		24/08/2023	-1,149.33		0.00
Telephone :01933 224317						-1,149.33	0.00	0.00
Fuelcard Services Ltd [BPFUEL]								
27/08/2023	9005807354		9005807354/Fuelcard Services L		03/09/2023	51.78		51.78
Telephone :01282 838800						51.78	0.00	51.78
Trade UK Ltd [BQ]								
20/07/2023	1396749489		1396749489/Trade UK Ltd		31/08/2023	10.12		10.12
Telephone :0845 6038389						10.12	0.00	10.12
British Gas Business [BRITISHGAS]								
11/08/2023	825646831		825646831/British Gas Business		25/08/2023	0.03		0.03
22/08/2023	974788317		974788317/British Gas Business		11/09/2023	145.50		145.50
24/08/2023	5455479		5455479/British Gas Business		07/09/2023	149.29		149.29
Telephone :0845 072 3875						294.82	0.00	294.82
BT Telephone Payment Services Ltd [BT]								
28/08/2023	M003 RC		M003 RC/BT Telephone Payment S		08/09/2023	33.54		33.54
						33.54	0.00	33.54
PHS Group plc [PHS]								
26/08/2023	70036035		70036035/PHS Group plc		25/09/2023	57.34		57.34
30/08/2023	70044194		70044194/PHS Group plc		29/09/2023	142.99		142.99
Telephone :029 2085 1000						200.33	0.00	200.33

Invoices Due for Payment by 30 September 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	
Trade UK [SCREWFIX]									
17/07/2023	1395388040		1395388040/Trade UK		31/08/2023	35.45		21.76	
18/07/2023	1395810745		1395810745/Trade UK		31/08/2023	6.79		6.79	
19/07/2023	1396088121		1396088121/Trade UK		31/08/2023	-13.69		0.00	
19/07/2023	1396337288		1396337288/Trade UK		31/08/2023	17.48		17.48	
19/07/2023	1396337296		1396337296/Trade UK		31/08/2023	16.49		16.49	
19/07/2023	1396337318		1396337318/Trade UK		31/08/2023	18.48		18.48	
19/07/2023	1396337326		1396337326/Trade UK		31/08/2023	10.49		10.49	
26/07/2023	14398730483		14398730483/Trade UK		31/08/2023	24.78		24.78	
26/07/2023	1398730491		1398730491/Trade UK		31/08/2023	1.99		1.99	
31/07/2023	1400179890		1400179890/Trade UK		31/08/2023	29.99		29.99	
31/07/2023	1400179904		1400179904/Trade UK		31/08/2023	52.99		52.99	
04/08/2023	1401833195		1401833195/Trade UK		30/09/2023	246.80		246.80	
24/08/2023	1407754963		1407754963/Trade UK		30/09/2023	4.49		4.49	
Telephone :01908 630213									
						Total of Invoices Due (SCREWFIX)	452.53	0.00	452.53
						Total of Invoices Due (Purchase Ledger)	856.75	0.00	2,006.08
						TOTAL OF INVOICES DUE (ALL LEDGERS)	856.75	0.00	2,006.08