



## Bletchley and Fenny Stratford Town Council

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

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

**Absent:**

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

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

#### Min Ref

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



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

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

FC23/24-23

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

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

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

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

FC23/24-24

### **To review proposals for road safety improvements at V4**

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

FC23/24-25

### **To review and note a financial management information report showing income and expenditure against budget for the year to May 2023**

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

It was RESOLVED that the report be noted.

FC23/24-26

### **To review and note cash and investment reconciliations to 31 May 2023**

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

FC23/24-27

### **To review and note the council's balance sheet as at 31 May 2023**

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

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

FC23/24-28

### **To ratify a list of payments made or due to be made to 30 June 2023**

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



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published with the agenda be ratified.

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

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

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

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

(Cllr Ely returned to the meeting.)

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

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

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

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

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

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

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

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

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

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

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

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

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



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### **of the council**

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

FC23/24-35i

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

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

FC23/24-35ii

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

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

FC23/24-36

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

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

FC23/24-37

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

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

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

The meeting closed at 8.33 pm