



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**



Bletchley and Fenny Stratford Town Council

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**



Bletchley and Fenny Stratford Town Council

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



Bletchley and Fenny Stratford Town Council

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