

Bletchley and Fenny Stratford Town Council Delivery Plan 2023-24 - Approved April 2023

(Organised by strategic priority)

Updated on 20.11.2023

1 Cleaner and Greener

Project/Action	Lead governance	Related governance	Notes	Timescales	Progress	Lead officer	Linked strategic priorities
Climate Initiative		Council	To be linked with NP				1 ,6
Publish carbon and environmental audit when completed	E&PC	F&GC	Reported to committee on 14.11.2023 - published on website		Completed for year	EPM	2, 3,
Develop action plan arising from carbon and environmental audit	E&PC	F&GC	WIP - Climate Change Working group to make recommendations		Needs Work	EPM	2, 3,
Implement actions from the plan based on timetable therein	E&PC	F&GC	Awaiting action plan	asap	Needs Work		2, 3
Establish or join local Climate Forum	E&PC	CC	Clerk has attended MK Climate Forum, more councillor engagement needed		Needs work	EPM	2
Manor Road Site							
Further development of site including planting permanent signage and maintenance	E&PC		Project completed and will be moved to BAU plan for 2024-2025	to September 2023 and thereafter	On track	EPM	2
Pinewood Drive Allotment Site							
Support Green Gym Group to become independent and sustainable	E&PC	CC	EPM to arrange meeting with Project Co-ordinator to discuss long term maintenance needs and support	to March 2024	On track	EPM	4, 5

Blue Lagoon							
Continue partnership work with MKCC through Blue Lagoon User group and Strategic Group to restore Blue Lagoon	E&PC	CC/Council	Regular liaison with MKCC, all Strategic group and User Groups to date have been attended by members of town council.	Ongoing	On track	TC/EPM	4, 5
All green spaces							
Aim to preserve the natural environment, parkland, biodiversity and important landscapes. Initiate wildflower and tree-planting, while also seeking to develop additional wildlife areas and community gardens.	E&PC	Council	No budget for planting during 2023-24. Long term objective and priority for 23-24 is to preserve and improve through landscaping contract from September 23	Ongoing	On track	EPM	4, 5
Provide more flower beds including some raised beds to be enjoyed particularly by disabled people	E&PC		No budget allocated, cannot progress without funds Suggest move to 2024-25 plan	Ongoing	Completed for year	EPM	4, 5
Boundary marking of land behind Newton Leys Allotments and agreement about future usage	Council	E&PC	Boundary marked. Further development of site in 2024-2025	By 1 July 2023	Completed for year	EPM	
Installation of additional EV chargers at NLP	F&GP	F&GC/ Council	Slow progress due to complexities of lease - report due to Finance and Governance on 9 January	Asap	On track		

2 Proud of our past and of our future

Project/Action	Lead governance	Related governance	Notes	Timescales	Progress	Lead officer	Linked strategic priorities
Sycamore Buildings							
i) Develop and implement phased refurbishment of Sycamore Hall (and House) to provide flexible multi-use space for the community and increased capacity for local delivery of services. (See separate project plan.)	Council	F&GC	Planning permission granted 2 October 2023. Funding is major priority.	Ongoing	On track	TC	1, 3, 4, 6, 6
ii) Develop large meeting room at Sycamore Hall to be used as permanent Council chamber and let for business/community use with hybrid meeting capacity	Council	F&GC	Dependent on progress with item above	LT goal	Needs work see above	TC	3, 4, 5 6
Town Deal & Town Centre							
Engage with partners including Town Deal to influence future development of town. Work to include development of NP policies, influence on public realm improvement project, input to development briefs, policy on affordable housing etc and support of community engagement on development of town.	Council	E&PC	All town deal meetings attended by representatives of town council. Presentation on PRI project to full council in May 23. Community advisory group established, first meeting 31 July 23. Most recent TD board meeting was on 20.11.2023. Potential changes to TIP discussed. Report due to full council 28.11.2023		On track	TC	2, 4, 5, 6

Work with partners to support the development of a strong image or “brand” for the Town. Continued partnership working with MKC Economic development team, business associations and Town Deal.	Council	MKCC/ Town Deal	TC is co-operating with Economic Development team at MKCC. Long term objective	To 2025	On track	TC	4
Develop relationships with businesses and support new business association	Council	CC	Continue partnership working with MKCC economic development team as well as independent engagement with local businesses	Ongoing	On track	MT	4
CIF Project 1 (2023-2024) - planters on Queensway	E&PPC	Council, CC	On 15.11.2023 it was agreed to relocate this project to Aylesbury Street in FS due to uncertainty with PRI project in TD TIP	By 31 March 2024	Needs work	EPM	4
CIF Project 3 (2023-2024) - signage to BLC	E&PC	Council	Ongoing discussions with MKCC about wording of signage	By 31 March 2024	Needs work	EPM	4
Public Art							
i) Women's Euros Legacy Project - Blecca Lea	Council	MKCC	Regular features in newsletters and social media channels, Blecca Lea participated in Big Street Eat, Blue Lagoon exhibition v successful, project now completed though some participation expected in Xmas event on 2.12.2023.	to end 2023	Completed for year	TC/DC	4
ii) Turing Project - continue engagement with partners on public art commission	MKCC	Council	Three artists shortlisted, Clerk representing town council in commissioning panel.		On track	TC	4

iii) Leon Dinosaur - continue engagement with MKCC on future of dinosaur and regen of Warren field	Council	MKCC	Two meetings held with MKCC most recently on 17.7.2023. Meeting and correspondence with those leading public campaigns. 3D scan and survey completed by MKCC. Presentation by MKCC at September LERF. Further discussions at SCSG and LERF in November. Joint news item expected in November 2023. Regen work on Warren Field expected to start in January 2024.	Ongoing in line with regeneration timetable	On track	TC	4
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3 Robust with resources

Project/Action	Lead governance	Related governance	Notes	Timescales	Progress	Lead officer	Linked strategic priorities
Development of 5 year financial plan including forward budgets and planned annual review of charges		Council	Plan currently under review as part of 2024-2025 budgeting process. To be considered on 28.11.2023 at full council	Review in line with progress on Sycamore House	On track	RFO	3, 6
Request the partial exemption calculation for 2022/23 and review the financial impact of the Option to Tax on the income of FSCC and NLP. (The review of the Scale of Charges for 2024/25 should include any negative impact on the income generated by FSCC and NLP as a result of the Option to Tax.)		Council	VAT partial exemption calculation received, to be reported to Finance and Governance on 22.9.2023 and any changes to charges for 24-25 agreed at the October meeting of the Finance and Governance Committee and revised at full council on 21.11.2023.		On track	RFO	3, 6

Review of facilities bookings systems and procedures and development of out of hours and caretaker services	Council	F&GC, CC and EPC	Work ongoing, officers have visited other councils and reviewed alternative software etc. App in development for caretaker services.		On track	MT	3, 6
Review of staffing arrangements in the light of changing council needs	EPC	Council	Staff changes completed. Further review may be necessary in 2024-2025 depending on progress with Sycamore project		Completed for year.	TC	3
Asset valuation of Fenny Stratford Community Centre	F&GP	Council	Procurement for survey completed outcome awaited	within financial year	On track	EPO	
Investment of reserves	Council	F&GP	Carried over from 22-23 plan, wider distribution of reserves including separate investment of S106 for NL allotments	Depends on progress with Sycamore Hall and decisions re MTFP	Needs work	RFO	3

4 Closer to our community

Project/Action	Lead governance	Related governance	Notes	Timescales	Progress	Lead officer	Strategic priorities
Deliver community events programme (see separate action plan)	CC	Council	Markets and BBSE delivered, ongoing work on Halloween, Christmas etc	Ongoing through year	On track for 2023-24	DC/MT	1, 2, 3, 5
CIF Information boards project (2022-2023) - install and maintain new CIS information boards also review and refurbish council noticeboards		F&GC	CIF noticeboards installed and completed. New noticeboard at Sycamore House installed November 2023.	to March 2024	Completed for year	EPM	3

Partnership with Bedford and MK Waterways Trust							
i) Agree and deliver approved objectives for 2023-24		Council			Completed for year	DC/MT	1, 2,
ii) Raise awareness of importance of canal in B&FS		Council	To be pursued through NDP		Needs work	DC	1, 2
Undertake a study as to how best to involve young people in the governance of council	Council	F&GC		Long term goal	Needs work	TC	4
Develop a business directory on the new website and advertise the Town's businesses		Council	BFSTC website directory update is in progress Work on promoting town's businesses with MKCC economic development team as part of Town Deal AMOS is ongoing	to March 2024	On track	DC	2
Local History							
i) Digital Trail project	CC	Council	Awaiting outcome of funding application due November 2023		Needs work	DC	2, 5
ii) Develop local history element of website	CC	Council		to March 2024	Needs work	DC	2, 5
Meet targets in Communications Strategy and Action Plan:							
i) Targets	CC	Council			On track	DC	1, 2,3,5, 6
ii) annual survey - to inform budget planning	Council	CC, F&GC	Undertaken during November 2023, results due to full council on 28.11.2023		On track	TC/DC	3
White Ribbon							

i) Maintain accreditation by developing programme of work and events	CC	Community Committee	Clerk has co-organised MK Vigil on behalf of council, visit to Water Eaton Larder scheduled for 27.11.2023 more engagement from councillors needed		Needs work	DC	5, 6
ii) Support events and publicise on website/newsletters/ social media	CC	Community Committee	Joint working with MKCC, MK Soroptimists and others continues	to March 2024	On track	TC/DC	5, 6
Constitution - develop constitution and policies page on website	F&GP	Council	Develop ModGov module for website	Original deadline extended to March 2024	Needs work	TC/DC	3

5 Supporting wellbeing and safety

Project/Action	Lead governance	Related governance	Notes	Timescales	Progress	Lead officer	Strategic priorities
Safer walking cycling routes							
i) Work with MKC and Town Deal Board and others on provision of additional cycle routes in Bletchley and Fenny	Council	E&P Committee	Working on Newton Leys route construction on town council land at Newton Leys etc	Long term goal	On track	TC	1, 4
ii) Support provision of walking and cycle route maps for the Town and surrounding area	E&PC	Council/ MKCC	Suggest move to 2024-2025 plan	Long term goal depends on delivery of Redways	Needs work	TC	1, 2, 4, 5
Future provision of public toilets							
i) Develop and implement minor refurbishment and improvement programme	F&G		To be discussed at Finance and Governance 9 January 2024. Delaying issue is lack of secure tenure		Needs urgent work	EPM	2, 3,

ii) Continue negotiations with MK Council and Town Deal for provision of improved permanent facilities	Council	MKCC/ Town Deal	As above	Long term goal	Needs work	TC	6
Installation of 4th defibrillator in community		Community Committee/E&PC	Equipment secured from central government for Defib at Albert St WCs.	by 31 March 2024	On track	EPM	6
CIF Project 2 (2023-24) - Installation of SIDs	E&PC		NL camera location cannot be utilised until roads adopted. Other locations risk assessed and equipment purchased. Ringway/MKCC cannot install posts until January 2024.	by 31 March 2024	On track	EPM	6
Preparation for landscaping transfer and planning for safety around water body at Mount Farm	E&PC	EPC		to September 2023 and thereafter	Completed for year	EPM	1, 2, 3, 4

6 Making things happen

Project	Lead governance	Related governance	Notes	Timescales	Progress	Lead officer	Strategic priorities
Neighbourhood Plan							
Continue to follow agreed timetable for development and production of NDP (see project plan)	Council	NPSG	Monthly meetings have been taking place YTD. Volunteer task forces have completed research tasks. Now policy ideas being validated for consultation in January 2024.	To be reviewed by NPSG	Needs work	TC/DC	1, 2, 3, 4, 5

Work with MKCC and partners on Lakes regeneration and development of community hub and redevelopment of Warren Field	Council	E&PC, MKCC/Town Deal	Town Council focus is now on Sycamore Hall for its community hub. Delays on Regen outside Town Council's control. "Green light" expected from MKCC in December on construction contract.	Ongoing	Needs work	TC	2, 4
Landscaping Service Delivery						TC/DC	1, 4
Implementation of devolved service with grant from MKCC - detailed action plan	E&PC	Council	New staff start 14.8.2023. Contract delivery starts 4.9.2023		On track	MT	
Produce detailed timetable for service transfer for period from May 23 to September 23	E&PC	F&GC		1 May 2023	Completed for year	EPM	1
Produce three detailed delivery plans:	E&PC						
i) Allotments and community orchard from 1 April 2023 to 31 March 2024	E&PC	EPC		1 April 2023	On track	EPM	1
ii) Devolved Landscaping from 1 September 2023 to 31 March 2024	E&PC	EPC		1 June 2023	On track	EPM	1
iii) NL Football pitches marking and maintenance	E&PC	Council/CC/ EPC			On track	EPM	1
Set up and preparation of Barton Road premises	F&GC	EPC, Council			Completed for year	EPM	1
Oversee equipment delivery	F&GC	E&PC, Council			Completed for year		3
Develop and introduce landscaping app for customers and officers	F&GC	Council, EPC, CC	App is operational and working well. Will continue to monitor.	by mid August 2023	Completed for year	MT	3, 4, 5

Agree community use of NLP football facilities	CC	E&PC, Council, EPC, F&GC	Agreement reached and hiring arrangement in place and being monitored	asap	Completed for year	MT	3, 4, 5
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