



# Bletchley and Fenny Stratford Town Council

## Minutes of a meeting of the Full Council of Bletchley and Fenny Stratford Town Council held at Community Hall - Newton Leys Pavilion on Tuesday, 30th January, 2024 commencing at 7.30 pm

**Present:** Cllrs E Kelly-Wilson, G Bedford, K Ely, Fernandes, E Hume, Joshi, A Khanom, E O'Rourke, U Osumili, T Stephens and M Wymer

**Absent:** Cllr L Campbell

**Apologies:** Cllrs R Graham, S Browne, R Haine, I Hussein and A Palmer and A Segebrecht

**In attendance:** Cllr A Segebrecht (attending remotely) John Fairclough (Support Services Manager), Delia Shephard (Town Clerk) (Clerk) and Alison Brown (Finance Manager)

### Min Ref

- FC23/24-105 **Councillors' apologies for absence**  
It was RESOLVED that Cllr Palmer's apologies for absence (which were due to continued ill health) be approved. It was further RESOLVED that all other apologies for absence and absence without apologies as listed above be noted. Cllr Segebrecht has submitted apologies for absence but was attending the meeting virtually (though was therefore unable to vote).
- FC23/24-106 **Councillors' declarations of interest in matters on the agenda**  
There were no declarations of disclosable pecuniary interests on matters on the agenda. Cllrs Bedford, Kelly-Wilson and Osumili drew attention to their residence in Newton Leys in relation to any planning matters at Newton Leys.
- FC23/24-107 **Minutes of meeting Tuesday, 28 November 2023 of Full Council**  
It was RESOLVED that the draft minutes of the meeting be approved as a correct record.
- FC23/24-108 **Casual vacancies and membership of committees**  
It was noted that whilst three casual vacancies remained the "6-month rule" had now come into effect with elections due on 2 May 2024.  
It was RESOLVED that Cllr Fernandes be elected to the Community Committee, the Finance and Governance Committee and the Environment and Planning Committee.  
It was RESOLVED that Cllr Joshi be elected to the Finance and Governance Committee and the Environment and Planning Committee.
- FC23/24-109 **Public Speaking**  
There were no representations from members of the public.
- FC23/24-110 **Variation of order of business**  
It was RESOLVED to vary the order to business and immediately proceed to agenda item 9 ff (Financial Matters).
- FC23/24-111 **Financial Matters**
- FC23/24-111.i **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 circulated with the agenda be ratified.



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FC23/24-111.ii **Financial management information report showing income against expenditure for the financial year 2023-2024 and to review the draft revenue budget for the financial year 2024-2025 recommended by the Finance and Governance Committee**

It was RESOLVED that the financial management report and the draft revenue budget which had been circulated with the agenda be noted.

FC23/24-111.iii

**Review of the draft capital budget**

The Finance Manager delivered a presentation highlighting the key points of the draft revenue budget for 2024-25 as recommended by the Finance and Governance Committee and summarising the main changes to the revenue budget compared with 2023/24.

(During the presentation Cllr Hume joined the meeting.)

The Finance Manager went on to present the capital budget for 2024-25 and the implications for the council's general and earmarked reserves, noting that the figures were based on the council's most recent high-level costing for the Sycamore Buildings Project of £1,562,295. It was proposed that £650,000 (composed of £500,000 from the council's rolling capital fund and £150,000 from general reserves) be contributed to the project with the balance of the funding coming from a PWLB loan of up to £750,000 and additional funding from other grant giving sources eg S106, Carbon Offset Fund, Community Ownership Fund etc. Officers stressed that funding and borrowing applications could not be made without evidence of community consultation and positive support for the project as well as more detailed costings for specific elements of the plan. Members reviewed the interest rates for public work loans as of 24 January 2024 and had the opportunity to ask questions.

FC23/24-111.iv

**Review of progress with the Sycamore Buildings Project (presentation at meeting) and approval of spending and activities on the next phase of the project**

The clerk continued the presentation of the capital budget with a review of progress to date on the Sycamore Buildings Project and an outline of the indicative timetable for the build. Subject to council approval of professional fees to enable the next stage in the project this would involve a 12-week period of detailed design and building regulations and tender specification preparation. It was anticipated that the tender period would not go live until the end of April and it was noted that this might need to be adjusted in view of the elections due on 2 May 2024. Following the tender assessment and appointment and mobilization ( a period of approximately 7 weeks) the build was anticipated to take 26 weeks.

The clerk noted that further progress with borrowing and grant seeking could not be undertaken without additional information and community consultation to seek support for the project. The council would need to be able to demonstrate support for the project in principle as well as support for the borrowing itself. If the repayment of the loan would lead to an increase in precept residents must be asked a yes/no question about whether they were in favour of the borrowing and the potential increase.

Following discussion it was RESOLVED to proceed with the next stage of the project. Members reviewed a confidential report comparing confidential quotations for items specified on the agenda, as well as details of the specifications of the work which had been quoted for and complete copies of all confidential quotation paperwork.

a) **Professional fees for precontract detailed design and tender specifications**



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- i It was RESOLVED that architectural and project management services in the sum of £19,500 be procured from Stenton Obi as specified in the reports provided to council.
- ii It was RESOLVED that an asbestos survey be procured from Acorn
- iii Building control (confidential quotations provided)
- iv Mechanical, engineering and plumbing Survey and Design (confidential quotations provided)
- v Quantity surveying (confidential quotations provided)
- vi Structural and civil engineering (confidential quotations provided)

### **b) Fundraising and community consultation**

- i To approve in principle procurement of independent services to work with the council on preparation of funding/grant applications
- ii To undertake community wide consultation on proposal to borrow up to £740,000 from the Public Works Load Board and to approve changes to the council's planned timetable of printed newsletter publication to facilitate that consultation
- iii To approve procurement of independent services to work with the council on communications and consultation arrangements

FC23/24-111.v **Review the council's medium term financial plan**  
The council's medium term financial plan which had been based upon the recommended revenue and capital budgets was reviewed by members.

FC23/24-111.vi **Revenue and capital budgets for 2024-2025 and the medium term financial plan**  
It was unanimously RESOLVED to approve the revenue and capital budgets for the financial year 2024-2025 recommended by the Finance and Governance Committee and provided with the agenda. It was further RESOLVED to approve the medium term financial plan.

FC23/24-111.vii **Precept for the financial year 2024 to 2025**  
It was unanimously RESOLVED to set the precept demand for the financial year 2024 to 2025 at a total sum of £1,234,426.74. Based on the tax base for the year of 6,106.29, this resulted in an average Band D precept of £202.15 and represented an increase of 4.97% on the 2023-2024 demand.

FC23/24-112 **Noting of recent meetings of committees of the council and consideration of any recommendations contained therein**

FC23/24-112.i **Minutes of meeting Tuesday, 12 December 2023 of Community Committee**  
It was RESOLVED that the draft minutes be noted.

FC23/24-112.ii **Minutes of meeting Tuesday, 9 January 2024 of Finance and Governance Committee**  
It was RESOLVED that the draft minutes be noted (recommendations regarding budget and precept had already been dealt with via substantive agenda items).

FC23/24-112.iii **Minutes of meeting Tuesday, 16 January 2024 of Environment and Planning Committee**  
It was RESOLVED that the draft minutes be noted.

FC23/24-113 **Review of planning applications due to be considered by Milton Keynes Council**



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- FC23/24-113.i **24/00012/FUL - Wrights Vehicle Solutions Dane Road MK1 1JQ**  
It was RESOLVED that no comments be made on the proposed development.
- FC23/24-113.ii **23/02805/FUL - 48 Barton Road Bletchley Milton Keynes MK2 3HU**  
It was RESOLVED that no comments be made on the proposed development.
- FC23/24-113.iii **23/02757/FUL - 5 - 6 Grove Ash Bletchley Milton Keynes MK1 1BZ**  
It was RESOLVED that the no comments be made on the proposed development.
- FC23/24-113.iv **23/02652/FUL - Employment Land 2 & 3 Newton Leys Milton Keynes MK3 5SD**  
This item of business was withdrawn having been included in error and considered on a previous occasion.
- FC23/24-113.v **23/02768/FUL - 13 Victoria Road Bletchley Milton Keynes MK2 2NG**  
It was RESOLVED that no comments be made on the proposed development.
- FC23/24-113.vi **24/00107/EIASCO - Bletchley Landfill Site Guernsey Road Newton Leys Milton Keynes MK3 5FR**  
It was noted that this was a screening opinion only and no comments were made at this stage.
- FC23/24-114 **Residents' Survey undertaken in late 2023**  
The results of the residents' survey had previously been considered in detail by the Community Committee and it was RESOLVED to note these findings.
- FC23/24-115 **Calendar of meetings for the period from March 2024 to June 2025**  
It was RESOLVED that the calendar of meetings below be approved and published.

Day	Date	Year	Revised Calendar	Notes
Tuesday	13 February 2024	23-24	Community Committee	
Tuesday	20 February 2024		Employment Policy Committee	
Tuesday	27 February 2024	23-24	Finance and Governance Committee	No change
Tuesday	05 March 2024			
Tuesday	12 March 2024			
Tuesday	19 March 2024	23-24	Environment and Planning Committee	No change
Tuesday	26 March 2024	23-24	Full Council	29/03/24 Good Friday Brought forward to accommodate any decisions required within the council year also falls after the



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				proposed Sycamore Consultation (26 February to 22 March)
Tuesday	02 April 2024	24-25		01/04/24 Easter Monday
Tuesday	09 April 2024	24-25	Finance and Governance Committee	
Tuesday	16 April 2024	24-25	Community	
Tuesday	23 April 2024			
Tuesday	30 April 2024	24-25	Full Council	
Thursday	2 May	24-25		ELECTIONS
	7 May	24-25		NEW COUNCILLORS TAKE OFFICE
Tuesday	07 May 2024	24- 25	Annual Meeting of Council	06/05/24 May Bank Holiday and immediately after election
Tuesday	14 May 2024	24-25	Annual Meeting of Electors	
Tuesday	21 May 2024	24-25	Environment and Planning Committee	
Tuesday	28 May 2024	24-25		27/05/24 Late Bank Holiday
Tuesday	05 June 2024			
Tuesday	11 June 2024	24-25	Community Committee	First meeting of Committee
Tuesday	18 June 2024		Employment Policy Committee	First meeting of committee (replaces 7 May)
Tuesday	25 June 2024	24-25	Finance and Governance Committee	First meeting of committee
Tuesday	02 July 2024			
Tuesday	09 July 2024	24-25	Environment and Planning Committee	First meeting of committee
Tuesday	16 July 2024			
Tuesday	23 July 2024	24-25	Full Council	
Tuesday	30 July 2024			
Tuesday	06 August 2024	24-25		
Tuesday	13 August 2024		Community Committee	No change
Tuesday	20 August 2024			
Tuesday	27 August 2024	24-25	Finance and Governance	26/08/24 Bank Holiday No change
Tuesday	03 September		Employment Policy	



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	2024		Committee	
Tuesday	10 September 2024	24-25	Environment & Planning Committee	No change
Tuesday	17 September 2024			
Tuesday	24 September 2024	24-25	Full Council	No change
Tuesday	01 October 2024			New
Tuesday	08 October 2024	24-25	Community Committee	No change
Tuesday	15 October 2024			
Tuesday	22 October 2024	24-25	Finance and Governance Committee	1 <sup>st</sup> draft budget
Tuesday	29 October 2024			
Tuesday	05 November 2024	24-25		
Tuesday	12 November 2024	24-25	Environment & Planning Committee	No change
Tuesday	19 November 2024		Employment Policy Committee	
Tuesday	26 November 2024	24-25	Full Council	1 <sup>st</sup> draft budget to full council No change
Tuesday	03 December 2024			
Tuesday	10 December 2024	24-25	Community Committee	No change
Tuesday	17 December 2024	24-25	Finance and Governance	2 <sup>nd</sup> draft budget
Tuesday	24 December 2024			Christmas Eve
Tuesday	31 December 2024			New Years Eve
Tuesday	07 January 2025			
Tuesday	14 January 2025	24-25	Environment & Planning Committee	No change
Tuesday	21 January 2025			
Tuesday	28 January 2025	24-25	Full Council (Precept)	2 <sup>nd</sup> draft budget to full council
Tuesday	04 February 2025	24-25	Employment Policy Committee	No change
Tuesday	11 February 2025			
Tuesday	18 February 2025	24-25	Community Committee	No change
Tuesday	25 February 2025			
Tuesday	04 March 2025	24-25	Finance &	No change



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			Governance Committee	
Tuesday	11 March 2025			
Tuesday	18 March 2025	24-25	Environment & Planning Committee	No change
Tuesday	25 March 2025		Full Council	Brought forward to fall within financial year
Tuesday	01 April 2025	25-26		
Tuesday	08 April 2025			
Tuesday	15 April 2025	25-26	Community Committee	18/04/25 Good Friday
Tuesday	22 April 2025			21/04/25 Easter Monday
Tuesday	29 April 2025		Finance and Governance	
Tuesday	06 May 2025	25-26		05/05/25 May Bank Holiday
Tuesday	13 May 2025	25-26	Annual Meeting of Electors	
Tuesday	20 May 2025	25-26	Annual Meeting of Council	
Tuesday	27 May 2025			26/05/25 Late Bank Holiday/half term
Tuesday	02 June 2025	25-26	Environment & Planning Committee	

FC23/24-116

## Progress report on the Bletchley and Fenny Stratford Neighbourhood Plan

In the absence of Cllr Hussein the clerk provided a short update on the work of the Neighbourhood Plan Steering Group noting that several public consultation sessions on the emerging policy ideas had been undertaken during January . Feedback from the consultation sessions was due to be delivered to the Steering Group on 2 February 2024. However one challenge experienced had been setting the neighbourhood plan ideas within the evolving context of the New City Plan, Town Deal and other developments in Bletchley and the steering group would need to consider this further for future consultations. Further grant funding had been requested from Locality and approved, as had the technical support packs for a strategic environmental assessment, housing needs assessment and design code development.

The meeting closed at 8.51 pm