



Stony Stratford Town Council

MINUTES OF THE PROJECTS COMMITTEE

Held on Tuesday 4th June 2019, 7.30 pm

at The Library@5-7 Church St, Stony Stratford

Present: Cllrs Keith Tilley (Chair), Cliff Brett, June Payne and Pete Thornburgh (4 Committee members).
Absent: Cllrs Paul Bartlett and Wajeeha Khan.
In attendance: Karen Hiser (Properties and Contracts Officer).

- JO80/19 ELECTION OF CHAIR:** Keith Tilley was nominated (PT/CB) and following a vote, Council **RESOLVED** to recommend to Full Council the election of Cllr Tilley to the role of Chair.
- JO81/19 PUBLIC FORUM:** Contributions made by Cllr Simon Cherrill on behalf of the Fullers Slade Residents Association regarding the following:
- JO82/19 TABLE TENNIS TABLE AT SPIDER PARK:** Request funding for purchase and installation at a cost of £2,595. The Committee **AGREED** and **RESOLVED** to apply to the Community Infrastructure Fund (CIC) Supplementary Fund 2019/2020.
- JO83/19 DOG BIN AT SPIDER PARK:** Request installation of an additional bin at the bottom of Spider Park opposite Weavers Hill. The Committee **RESOLVED** to ascertain the feasibility of moving an existing Fullers Slade bin to this site. PCO to review usage of existing bins at Fullers Slade. The Committee also **RECOMMENDED** PCO to ascertain costs for a new bin.
- JO84/19 'POO FAIRY' SIGNS:** Request the purchase of signs. The Committee **AGREED** this request should be submitted as a Members Item to Full Council.
- JO85/19 DECLARATIONS OF INTEREST:** There were none.
- JO86/19 REQUESTS FOR DISPENSATION:** There were none.
- JO87/19 APOLOGIES FOR ABSENCE:** Committee **RESOLVED** to accept apologies from Cllr Khan.
- JO88/19 6. MINUTES OF THE MEETING HELD ON TUESDAY 7th May 2019:** Committee **RESOLVED** to approve as an accurate record of the meeting. The minutes were subsequently signed by the Chair.
- JO89/19 6.1 OFFICER UPDATE REPORT:** Committee **NOTED** the verbal report.
- JO90/19 7. GENERAL SERVICES:** The Committee **NOTED** the report and the following actions were **AGREED**:
- JO91/19 CALVERTON END PLAY PARK EQUIPMENT:** The Committee **RESOLVED** to apply for 10k of the Community Infrastructure Fund (CIC) Supplementary Fund 2019/2020 for improvements to Calverton End play park.
- JO92/19 BENNET CLOSE PLAY AREA:** The Committee **AGREED** that vertical drainage systems are not appropriate for the play area and **RECOMMENDS** that the PCO research the possibility of planting heavy wearing grass species seed in worn areas.
- JO93/19 8. PROJECT UPDATE:** The Committee **NOTED** the report and **AGREED** the following actions:
- JO94/19** PCO to obtain dates from MK Council for the installation of bunding and a barrier at Mortimer Park in order to allow for scheduling of the resurfacing works.
- JO95/19** PCO to provide KT with details of resurfacing contractor GRS.
- JO96/19 045/DTC/0219 DOG BIN AUDIT AND REPLACEMENT:** The Committee **NOTED** that the purchase of two new bins at a cost of £101 (ex-vat) agreed in the May Committee meeting was not necessary as two previously ordered new bins would be used to replace two degraded bins.
- JO97/19 047/DTC/0319 LONDON ROAD ALLOTMENT CONTRACT REVIEW:** The Committee **NOTED** the proposed amendments are currently under discussion by the London Road Allotment Association and would be entered onto an Agenda for Projects Committee consideration when discussions are complete.
- JO98/19 9. ALLOTMENT TENANT TERMS AND CONDITIONS (BOUNDARY CRESCENT AND WOLVERTON ROAD):** The Committee **AGREED** the following changes:
- Part 1, section C.* To insert: 'The Town Council reserves the right to terminate the Tenancy if the Terms and Conditions are broken (see Section 4c).'
- Part 1, section D.* To change: 'Another joint tenant,' and 'Other joint tenant,' to, 'Existing joint tenant.'
- Part 1, section G.* To insert: 'You will be asked to pay a £10 deposit for this. The deposit is refundable on termination of your tenancy.'
- Part 1, section M.* To insert: 'This is in addition to the deposit of £10 for your key (see Section 1g).'
- Part 2, section B.* To change: 'You, 'to, 'Vehicles.'
- Part 4, section B.* To change: 'Termination/Relinquishing of the Tenancy,' to, 'Relinquishing of the Tenancy.'
- To change: 'Terminate,' to 'Relinquish.'
- To insert: The subheading, 'Section 4c) Council termination of the Tenancy.'
- To change: The numbering of Sections 4b.1 and 4b.2 to 4c.1 and 4c.2.
- Part 4, section C, subsection 1 (new numbering).*
To remove: 'Expiring on or before 6 April or on or after 30 September in any year.'
- Part 4, section C, subsection 2 (new numbering).*
To remove: 'expiring at any time.'
- Part 5, The Keeping of Chickens.*

To insert: 'Tenants intending to keep chickens must notify the Town Council beforehand and will be required to demonstrate a good understanding of welfare standards. Failure to maintain welfare standards will result in the Council asking you to remove the chickens from your plot (See section 1c).'

To Update: DEFRA Code of Practice website address.

To insert: 'Please use only reputable UK sources for advice and information.'

Part 5, section 3. To change: The numbering of subsections 3a to 3b, 3b to 3c, 3c to 3d, 3d to 3e, 3e to 3f, 3f to 3g, 3g to 3h, 3h to 3i and 3i to 3j.

To insert: The subsection, '3a) Food and water must be provided and accessible at all times.'

Part 5, section C (new numbering).

To change: 'Use mesh,' to, 'Use suitable mesh.'

Part 5, section D (new numbering).

To change: 'Dispensers that are rat proof,' to, 'Dispenses that are rat proof (eg. Off the ground).'

Part 5, section E (new numbering).

To change: 'Adequate protection from the sun,' to, 'Adequate protection from the sun, wet and extreme cold.'

Part 5, section H (new numbering).

To insert: 'This should be reported to the Town Council. The carcass should be doublebagged in black refuse bags. Disposal must be off site in general black bag waste.'

Part 5, section J (new numbering).

To insert: 'and the dates of worming treatments administered.'

JO99/19 10. PROJECT COMMITTEE TERMS OF REFERENCE: The Committee **AGREED** the following changes for **RECOMMENDATION** to Full Council:

Item 3 Membership. To decrease the quorum for decision making from 4 to 3, which is in accordance with SSTC Standing Orders for Full Council meetings and the LGA 1972 Sch12 Part II¹.

Item 7 Budget. To change: 'Annual budget set by the Council,' to, 'Annual budget for it's individual services/events set by the Council.'

JO100/19 11. EVENTS WORKING GROUP (EWG) UPDATE: The Committee **NOTED** the verbal report.

Meeting Closed: 20.21 pm

Chair Signature..... **Dated:**

Date of next meeting: Tuesday 2nd July 2019, 7.30 pm, The Library@5-7 Church Street



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