

# Minutes of an Ordinary Meeting of



## Held on Tuesday 19th November 2019, 7.00 pm, St Mary and St Giles Parish Hall, Church Street, Stony Stratford MK11 1BD

**Present:** Cllrs Roy Adams, Paul Bartlett, Cliff Brett, Simon Cherrill, Bianca Bendig-Ceesay, Rob Gifford (Chair), Pete Thornburgh, Wajeeha Khan, June Payne and Keith Tilley (Vice-chair) (10 members)

**In attendance:** Lynne Compton, Town Clerk (TC), Karen Hiser, Properties and Contracts Officer (PCO) and 18 members of the public.

**Absent:** None

**19/111 QUESTIONS AND CONTRIBUTIONS FROM THE PUBLIC:** There were 18 members of the public present and representation was received on the following items:

- a) Members Item: Budgens Store - complaints about uncleanliness, faulty equipment etc.
- b) Redevelopment of 5-7 Church Street – Installation of PV's and Power purchase agreement (PPA): Representatives from Wolverton Community Energy (WCE) answered Members questions.

**Public Forum Closed: 7.25 pm**

*The Chair welcomed newly elected Councillor Bianca Bendig-Ceesay (Fullers Slade Ward) to the Council*

**19/112 DECLARATIONS OF INTEREST IN RESPECT OF RELEVANT ITEMS OF BUSINESS ON THE AGENDA:** in accordance with the Localism Act 2011 Section 29(1). Council **NOTED** the following:  
**Cllr Bendig-Ceesay:** non-pecuniary interest in Agenda Item 10.2 Fullers Slade Regeneration; due to being a member of the Fullers Slade Resident Association

**Cllr June Payne:** non-pecuniary interest in Agenda Item xx due to June's partner being a member of Wolverton Community Energy (WCE)

**Cllr Keith Tilley:** pecuniary interest in Agenda Item 7.3 Projects Committee, **J0175/19 8.3 LONDON ROAD ALLOTMENTS CONTRACTUAL REVIEW: due to being Chair of the London Road Allotment Association (see also 19/112 Requests for Dispensation)**

**19/113 REQUESTS FOR DISPENSATION** in accordance with the Localism Act 2011 S33 and Standing Order 14e Dispensations to be approved by the Proper Officer (TC): Council **NOTED** the dispensation granted to Cllr Tilley for matters pertaining to the London Road Allotments allowing him to participate in the discussion and voting.

**19/114 APOLOGIES FOR ABSENCE:** There were none. All present.

**19/115 MINUTES OF THE MEETING HELD ON TUESDAY 17<sup>th</sup> SEPTEMBER 2019:** Council **RESOLVED** to approve the minutes as an accurate record of the meeting and they were subsequently signed by the Chair.

**19/116 In line with Standing Order 11 vii Council RESOLVED (RG/KT) to change the order of business on the agenda and bring forward for discussion Agenda Item 10.1 (Min 19/117) Members Item: Budgens Store Issues**

**19/117 MEMBERS ITEM (Agenda Item 10.1) - Budgens Store issues:** Following consideration and a vote, Council **RESOLVED** (in accordance with the adopted Stony Stratford Neighbourhood Development Plan aspirations) to approve the motions to write to a) the owner of Budgens store requesting investment towards maintenance and renovation of the store (motion amended with agreement of proposers, for the letter to include an enquiry about the nature of the occupancy and an offer of assistance) and b) MK Council to investigate the environmental health issues raised. Council **AGREED**



that copies of the letters should be sent to the Business Association, the agents and owners **Actions:**  
**1. TC to draft and submit letters in liaison with the Chair, 2. TC to include in the Town Crier**

**7.50 pm Chair suspended Standing Orders to receive representation from the public on Agenda Item 10.1 (19/117) Budgens Store issues**

**19/117 CLERK REPORT:** Council **NOTED** the report.

**19/118 COMMITTEE REPORTS:**

118.1 Finance & HR Committee: Council **NOTED** the draft minutes of 8th October 2019 and following consideration, **RESOLVED** to approve the following recommendations:

**F58/19 FINANCIAL REGULATIONS:** Committee **RESOLVED** to recommend the following minor amendments (from the National Assoc. of Local Councils) to Full Council:

1. Restriction added to Regulation 11.1.a.ii: Clarifying disapplication of contract regulations to legal professionals limited to those **acting in disputes** only – not general legal work.
2. Update to limits under Public Contract Regulations – footnote to Regulation 11.1.b
3. Minor change to heading Regulation 12

**F60/19 HALF YEARLY BUDGET REPORT 2019/20 (tabled) incl. review of reserves and year end projections:** Following a detailed scrutiny of the report, Committee **RESOLVED**

- a) To **RECOMMEND** to Full Council that a comprehensive review of the Councils half year position had been undertaken and overall there was an underspend.
- b) Hayes Mews EMR: **AGREE** that the TC should contact MKC Arts (LI) and ascertain if this could be used to pay for a local artist to run some sessions at a local pre-school
- c) 4033 Elections costs: to **RECOMMEND** £80 virement from General Reserve: 2 uncontested elections
- d) 4414 NHP Initiatives: **RECOMMEND** Virement of £5000 from General Reserve: Overspend of £5,000 due to costs previously being estimated over 2 years and due to delays, the entire cost of £12,000 to be met from 2019/20 budget.
- e) 4428 Play Sessions: underspend of £1027. To **RECOMMEND** Projects Committee to discuss with a view to booking additional play sessions.
- f) 4460 Civic Initiatives (including Foamstream Project) To **NOTE** the underspend of £5424 due to Advice Sessions not taking off, delays to partnership (with WGTC) Streetsweeper and Foamstream projects and lack of operative for said machines.
- g) 4461 Town Fayre: To **NOTE** the underspend of £1,000 due to the budget being set before Stony Lions decided they would like to run this event.
- h) To **RECOMMEND** Training, Salaries and Staffing expenditure to be delegated to the HR Sub-Committee for a recommendation to F&HR

118.2 Finance & HR Committee: Council **RESOLVED** to defer the decision on 'F57/19 MKC GRANT SCHEME (CIF Fund) 2020/21 APPLICATIONS: resurfacing of Hawkins Car Park for the 2020/21 scheme' due to approx. costs not having been received. **Action: TC to follow-up and bring forward to the December F&HR meeting**

118.3 Planning Committee: Council **NOTED** the minutes of 24<sup>th</sup> September and draft minutes of 24<sup>th</sup> October 2019

118.4 Projects Committee: Council **NOTED** the minutes of 1<sup>st</sup> October 2019, draft minutes of 5<sup>th</sup> November 2019 and **RESOLVED** to approve the following recommendations:

**J0164/19 6.2. MKPA FUTURE DEVELOPMENTS:** funding additional Supervisors for future sessions from 2019/20 and 2020/21 Play Sessions budgets to allow for increased attendee numbers.

**J0166/19 6.4a: ADDITIONAL 2019/20 PLAY SESSIONS:** utilising remaining £1,027.00 from 2019/20 Play Sessions budget to fund MKPA and other play sessions during the Christmas 2019 and February 2020 term breaks.

**J0171/19 FARMERS MARKET:** To commit up to £300 funding for Christmas market activities: craft stall, face painting, provision of supplies to the Events Working Group and nominal donations to participating local community groups.

**J0173/19 8.1 043/TC/118 MORTIMER PARK RESTORATION:** The Committee **AGREED** the following improvements proposed by MKC using funds awarded to SSTC (Community Infrastructure Fund) and the Riverside Parks Group (Pocket Park Funding); Concrete kerbing of car park: £5,860 (CIF); Heightening of bunding: £3,800 (CIF). To be costed: Implementation of a small orchard, supply and install an interpretation board (PPF), play equipment (PPF), tree work. The Committee **RECOMMENDS** the proposals be forwarded to Finance and Human Resources Committee. **Action: TC to bring forward to December F& HR Committee**



- J0174/19** **8.2 048/DTC/0619 CALVERTON END PLAY PARK** the MKC Supplementary Funding, match-funded by SSTC (MKC £5,000/SSTC £5,000 = £10,000 in total) be used to purchase the following: large trampoline (£5000), basket swing (£4,000). If remaining funds allow; dual seat (£800).
- J0175/19** **8.3 LONDON ROAD ALLOTMENTS CONTRACTUAL REVIEW:** a) the amendment of the current annual rent arrangement of £630 or 50% of rent revenue (whichever is the greater) for the forthcoming ten-year lease agreement and b) the proposal of a fixed amount of £700 per year
- J0181/19** **15. SILVER STREET TOILETS CONTRACT** retention of two toilets (1 DDA compatible with baby changing facilities and 1 additional unisex toilet), with 20p Coin Pay and Semi-Automatic Direct Access on a fifteen-year contract basis to be put out to tender.
- 19/119 GRANT APPLICATIONS:** Council to **NOTED** the report and made the following decisions:
- 19/120** Stony Friday Social Club: Following a vote, Council **RESOLVED**, to award a grant of £300 (CB/PB) towards additional speakers for events and contribution towards hall hire, refreshments, travel costs etc. **Power: Localism Act 2011 s1**
- 19/121** Stony Stratford Business Assoc. Christmas Lights Event 30/11/2019: Following a vote, Council **RESOLVED** to award a grant of £495 (CB/KT) towards purchase and replacement of festoon cabling with lamp-holders and other decorations. **Power: Localism Act 2011 s1**
- 19/122** In accordance with a previous decision to ensure that regular Stony Stratford Organisations and events are supported, Council **RESOLVED** to vire the necessary funds (up to £538 – depending on the cost of the Folk on the Green cleansing) from the General Reserve.
- 19/123 COMMITTEE MEMBERSHIP AND VACANCIES:** Following the recent notice on 25<sup>th</sup> October 2019 by Milton Keynes Council of the un-contested election of Cllr Bianca Bendig-Ceesay (Fullers Slade Ward), Council **RESOLVED** to approve the appointment of Cllr Bianca Bendig-Ceesay to fill vacancies on Finance and HR Committee, Projects Committee and the Neighbourhood Plan Working Group.  
**Action: TC to update the Committee Membership document and publicise.**
- 19/124 MEMBERS ITEMS (Agenda Item 10.2) - Fullers Slade Regeneration and lessons from Serpentine Court:** Following due consideration and a vote, Council **RESOLVED** to approve the motion (RA/BB-C) to write to the Director of Housing and Regeneration, MKC asking them to ensure that no such changes are made to the regeneration 'red line' boundary for Fullers Slade and that no other substantial changes to the terms are made after the ballot has taken place. It was also agreed that the letter should be copied to the MKC Chief Executive, MKC Regeneration Officer, SSTC Ward Councillors and MKC Cabinet Member for Housing and Regeneration. **Action: TC to draft letter (in liaison with the Fullers Slade Ward Councillors and proposers) then submit.**
- 19/125 NHP INITIATIVES PARKING STUDY REPORT:** Council **NOTED** the key recommendations and **RESOLVED:**
- To hold a Neighbourhood Plan Initiatives Group meeting on Tuesday 14<sup>th</sup> January 2020 at 7 pm in the Library and invite representation from MKC Highways.
  - Distribution of the Parking Study to; NHP Initiatives Working Group, the volunteers who assisted with the Parking Surveys, MKC Ward Councillors, MKC Highways and the Stony Stratford Business Association
- Action: TC to 1. organise meeting 2. distribution of the Study 3. Publicity of the study findings in the Town Crier and on Social Media**
- 19/126 NATIONAL ASSOCIATION OF LOCAL COUNCILS (NALC) LOCAL COUNCIL AWARD SCHEME: QUALITY STATUS ACCREDITATION:** Following consideration, Council **RESOLVED** in the first instance to register for accreditation at a cost of £50 (virement from General Reserve) and work towards accreditation early in 2020 when the remainder £100 would be paid. It was **NOTED** that accreditation lasts for 4 years.
- 19/127 2020/21 BUDGET AND PRECEPT DEMAND:** Council **NOTED** the report and had a full discussion of the details of the 2020/21 Budget and Precept demand in advance of agreeing the budget and precept in January 2020.
- 19/128 CHRISTMAS AND NEW YEAR OFFICE CLOSURE:** Council **RESOLVED** to approve with a minor amendment, before 'out of hours emergency telephone' to insert 'MKC' (to make it clearer to the public)



**19/129 FINANCE:** Council **NOTED** the report and made the following decisions

**19/130 ACCOUNTS FOR PAYMENT:** Council (KT/PT) **RESOLVED** to authorise payments as listed:

Date	Payee Name	Reference	£ Total Amnt	£ VAT	A/C	Centre	Amount	Transaction Details
19/11/2019	Anglian Water Bus Ltd (Nat)	2605	£97.51		4350	112	£97.51	Water bill 1019 5-7 ChSt
19/11/2019	Gleamclean	2606	£19.20	£3.20	4350	112	£16.00	Glass Clean Ext 1019
19/11/2019	Aquam Water Services	2607	£132.00	£22.00	4415	103	£110.00	Standpipe hire & del & Coll Chrg
	<b>Cheques total:</b>		<b>£248.71</b>	<b>£25.20</b>			<b>£223.51</b>	
29/11/2019	Staff Salaries 1119	B0001119	£3,923.92		4000	104	£3,923.92	Staff Salaries 1119
29/11/2019	Bucks County Council LGPS	B1081119	£1,100.60		4001	104	£865.83	Pens Conts ER 1119
					4000	104	£234.77	Pens Conts EE 1119
29/11/2019	RTM Landscapes	B13921119	£180.00	£30.00	4420	110	£68.75	Ridings mow WRA 1019
					4422	110	£81.25	Ridings mow BCA 1019
29/11/2019	DCK Account Sol Ltd	B14571119	£30.00	£5.00	4002	104	£25.00	Payroll 1119
29/11/2019	Serco	B15111119	£5,482.97	£913.83	4253	103	£4,569.14	Grounds Maint Cont 1119
29/11/2019	DNH Contracts	B2801119	£554.76	£92.46	4251	101	£49.20	Litter & bin empty 1019
					4250	101	£413.10	Dog bin empty 1019
29/11/2019	York House Centre	B4001119	£880.42		4400	102	£519.75	JYC Sals& hire 1019
					4402	102	£360.67	SYC Sals&ad 1019
29/11/2019	SPS Hire Ltd	B6471119	£60.00	£10.00	4420	110	£25.00	Toilet clean WRA 1019
					4422	110	£25.00	Toilet clean BCA 1019
29/11/2019	ESPO	B7601119	£56.51	£9.42	4350	112	£47.09	Cleaning etc.5-7 Ch St
	<b>Total BACS payments</b>		<b>£12,269.18</b>	<b>£1,060.71</b>			<b>£11,208.47</b>	
	<b>Total Payments:</b>		<b>£12,517.89</b>	<b>£1,085.91</b>			<b>£11,431.98</b>	



**19/131 PAYMENTS MADE BETWEEN IN BETWEEN MEETINGS: Council (KT/PT) RESOLVED to approve:**

Date	Payee Name	Reference	£ Total Amnt	£ VAT	A/C	Centre	Amount	Transaction Details
01/10/2019	Milton Keynes Council	DD0011019	£157.00		4200	101	£157.00	NDR Toilets 1019
01/10/2019	Milton Keynes Council	DD0021019	£1,938.00		4350	112	£1,938.00	NDR 5-7 Ch St 1019
09/10/2019	BT Payment Services Ltd	DD0031019	£125.58	£20.93	4020	104	£104.65	Phones & BB 1019
31/10/2019	ENGIE (was GDF Suez)	DD0041019	£594.48	£99.08	4350	112	£495.40	Electric 5-7 ChSt 10/19
<b>Total DD payments</b>			<b>£2,815.06</b>	<b>£120.01</b>			<b>£2,695.05</b>	
08/10/2019	TJA Surveying Serv Ltd	2593	£240.00	£40.00	4350	112	£200.00	New cost plan for 5-7 ch St
08/10/2019	Brittons Nursery Ltd	2594	£229.20	£38.20	4415	103	£191.00	FF19 Winter Planting
08/10/2019	RBL Poppy Appeal	2595	£30.00		4170	104	£30.00	Donation for Wreath
09/10/2019	Gleamclean	2596	£37.20	£6.20	4350	112	£31.00	Glass Clean in&out 0919
09/10/2019	MK Dons Sport and Ed Trust	2597	£450.00		4428	102	£450.00	Summer Play Sessions
09/10/2019	Society of Local Council Clerk	2598	£53.00		4100	107	£53.00	Principal Membership subs
22/10/2019	Odell and Co	2599	£189.00		4415	103	£189.00	Reimburse van hire & Labour
22/10/2019	Trails of Discovery	2600	£247.50		4460	102	£247.50	Treasure Trail 2 of 2
					338		-£247.50	Treasure Trail 2 of 2
					6000	102	£247.50	Treasure Trail 2 of 2
22/10/2019	Aquam Water Services	2601	£233.04	£38.84	4415	103	£194.20	Standpipe & Water 0819
22/10/2019	BALC	2602	£41.55		4045	107	£41.55	Councillor Training skills 5/9
22/10/2019	Anglian Water Bus Ltd (Nat)	2603	£182.10		4420	110	£182.10	Water WRA 07-10/19
24/10/2019	L Kearns	2604	£70.00		4420	110	£70.00	Reimburse for tree works WR07
<b>Total cheque payments</b>			<b>£2,002.59</b>	<b>£123.24</b>			<b>£1,879.35</b>	
<b>Total Payments between meetings:</b>			<b>£4,817.65</b>	<b>£243.25</b>			<b>£4,574.40</b>	

**19/132 COUNCIL RESOLVED to exclude press and public in accordance with Public Bodies (Admissions to Meetings) Act 1960 sect 1.2 to discuss matters of commercial and personal confidentiality (Papers for Members only): on the following items, MIN 19/133 (16), 134 (17) and 135 (18):**

**PUBLIC SESSION CLOSED: 21:05**



**19/133 YOUTH CONSULTATION PROPOSAL:** Council **NOTED** the report and following discussion and a vote, **RESOLVED** to approve the YMCA Questionnaire and analysis proposal as the YMCA were the most suitable organisation to carry out the consultation. It was **NOTED** that other local providers approached (MKC, York House & Youth Network MK) had either not responded (MKC) or were not in a position to provide both the questionnaire and analysis.

**19/134 YOUTH CONSULTATION COSTS:** Following some discussion, Council **RESOLVED**, to approve a virement from the General Reserve (approximately £300) to pay for expenditure (over the allocated budget of £1,000) due to the additional sessions in established youth clubs in Fullers Slade and Galley Hill to publicise the consultation. **Action: TC to continue to progress the Questionnaire and publicity in liaison with MK YMCA**

**19/135 REDEVELOPMENT OF 5-7 CHURCH STREET:**

- a) Council **NOTED** the submission of the planning application for the refurbishment of 5-7 Church Street and that the estimated costs for the project commissioned by Robert de Grey and that it would not be possible to confirm the costs for the project until the project is put out to tender.
- b) Following a **RECORDED VOTE** (9 in favour Cllrs Bartlett, Bendig-Ceesay, Brett, Cherrill, Gifford, Khan, Payne, Thornburgh and Tilley), 1 against (Cllr Adams), Council **RESOLVED** (RG/CB) to reaffirm its support for the refurbishment of 5-7 Church Street and its commitment to ensuring that the cost of the project does not exceed the amount (£200,000) previously agreed to borrow from the PWLB.
- c) Council notes that the next steps must be to ensure that the details of the proposed refurbishment are subject to appropriate scrutiny and that the estimated costs reflect the work to be undertaken.
- d) Council **AGREED** (RG/SC) to the establishment of a small working group comprising three councillors and the TC, to undertake a detailed analysis and report to the meeting of the Property Development Committee on Tuesday 10<sup>th</sup> December, 7.30 pm. The working group will also be asked to consider whether additional external professional help may need to be engaged before and during the project to ensure that the work is achieved on time and within budget. Councillors Adams, Cherrill and Gifford kindly agreed to volunteer for the Working Group.
- e) Council **AGREED** that the Terms of Reference for the Working Group as follows:
  - I. To review the plans for the refurbishment and to ensure that they are fit for purpose;
  - II. To scrutinise the estimated costs for the project prior to the preparation of any tender document; and
  - III. To consider and recommend as appropriate the appointment of additional professional support.**Action: TC to organise meeting**
- f) Council **NOTED** the draft PWLB Loan Consultation questionnaire and **AGREED** to add (after 'Building') 'and Library'. **Action: TC to continue to progress the consultation.**

**18. LANDSCAPING CONTRACT 1 YR EXTENSION:** Council **NOTED** the positive feedback on the current contractors and **RESOLVED** to approve the offer of an extension to the Landscaping Contract on the current terms to SERCO. **Action: TC to organise offer letter.**

**Meeting Closed: 21:40**

Chair signature.....Dated:.....

**Date of next meeting:** Tuesday 21<sup>st</sup> January 2020, 7 pm, Small Meeting Place, Barford, Galley Hill, Stony Stratford MK11 1PE

