

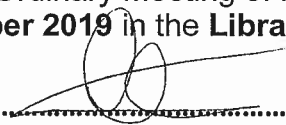


Stony Stratford Town Council

Public Notice and Summons to an Ordinary Meeting of the Property Development Committee

Tuesday 10th December 2019, 7.30 pm, The Library@5-7 Church Street, Stony Stratford MK11 1BD

All Members of Stony Stratford Town Council Property Development Committee are summoned to attend an Ordinary Meeting of Property Development Committee, at **7.30 pm on Tuesday 10th December 2019** in the **Library@5-7 Church Street**, Stony Stratford MK11 1BD

Signed..........Date: **4th December 2019**
Lynne Compton, Clerk to the Council

Admission of the public and media

The Council welcomes members of the public to its meetings in accordance with the Public Bodies (Admission to Meeting) Act 1960. Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of business on the agenda (SSTC Standing Orders 3e).

Health and Safety

Please take a few moments to familiarise yourself with the nearest available fire exit, indicated by the fire evacuation signs. In the event of an alarm sounding during the meeting you must evacuate the building immediately and follow all instructions provided by the fire evacuation officer who will identify him/herself should the alarm sound. You will be assisted to the nearest designated assembly point until it is safe to return to the building.

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Agenda

Agendas and reports for the majority of the Council's public meetings can be accessed via the Internet at: <http://www.stonystratford.gov.uk/town-council-meetings/full-council>

Recording of Meetings

The proceedings at this meeting may be recorded for the purpose of preparing the minutes of the meeting.

In accordance with the Openness of Local Government Bodies Regulations 2014, you can film, photograph, record or use social media at any Council meetings that are open to the public. If you are reporting the proceedings, please respect other members of the public at the meeting who do not want to be filmed. You should also not conduct the reporting so that it disrupts the good order and conduct of the meeting. While you do not need permission, you can contact the Council's staff in advance of the meeting to discuss facilities for reporting the proceedings and a contact is included on the front of the agenda, or you can liaise with staff at the meeting.

Guidance from the Department for Communities and local government can be viewed at the following link:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/343182/140812_Openness_Guide.pdf

There follows a list of the business to be transacted (Agenda)





Stony Stratford Town Council

**Property Development Committee
Tuesday 10th December 2019, 7.30 pm,
The Library@5-7 Church Street, Stony Stratford MK11 1BD**

AGENDA

1. **QUESTIONS AND CONTRIBUTIONS FROM THE PUBLIC:** Members of the press and public are welcome to attend and make representation to the Committee. In accordance with Standing Order 3f-g, a maximum of 15 minutes is allocated for public participation and no member of the public may speak for more than three minutes.
2. **DECLARATIONS OF INTEREST IN RESPECT OF RELEVANT ITEMS OF BUSINESS ON THE AGENDA** in accordance with the Localism Act 2011 Section 29(1). Committee to receive and note.
3. **REQUESTS FOR DISPENSATION** in accordance with the Localism Act 2011 S33. Committee to consider and make resolution
4. **APOLOGIES FOR ABSENCE** committee to consider and make resolution
5. **MINUTES OF THE MEETING HELD ON TUESDAY 10th September 2019:** *attached*
committee to consider and make resolution to approve.
6. **CLERK UPDATE REPORT:** Committee to note the report. *to be tabled*
7. **FINANCE UPDATE 2019/20:** Council to note the report and consider the *to follow*
7.1 2020/21 5-7 Church St budget recommendation to Full Council
8. **REDEVELOPMENT OF 5-7 CHURCH ST:** Committee to note the report and consider: *to follow*
8.1 The Working Group report and recommendations
9. **LIBRARY SERVICE PROVISION:** Committee to note any verbal report (*Helen Bowl*t)
10. **FRIENDS OF STONY STRATFORD LIBRARY (Phillip Sarre):** Committee to note *attached*
minutes of 3rd October, 6th November and minutes of the 2019 AGM.

Signed.....  Date: 4th December 2019

Lynne Compton, Clerk to the Council

Date of next meeting: 10th March 2020, 7.30 pm



PROPERTY DEVELOPMENT COMMITTEE

Minutes of a meeting held on Tuesday 10th September 2019,
19:30 at the Library@5-7 Church St, Stony Stratford MK11 1BD



Stony Stratford Town Council

Present: Cllrs Cliff Brett, Simon Cherrill, Rob Gifford (Chair), Helen Bowlt (HB) (MKC Libraries Service) and Philip Sarre (PS) (FoSSL), (5 Members)

In attendance: Lynne Compton (Clerk and RFO) (TC)

Absent: Robert de Grey (See also Min PD022/19),

- PD019/19 QUESTIONS AND CONTRIBUTIONS FROM THE PUBLIC (15 mins):**
a) HB gave an overview of the new Transforming Libraries strategy. **Action: TC to circulate to Council and invite comments/observations.**
- PD020/19 DECLARATIONS OF INTEREST IN RESPECT OF RELEVANT ITEMS OF BUSINESS ON THE AGENDA:**
There were none.
- PD021/19 REQUESTS FOR DISPENSATION** in accordance with the Localism Act 2011 S33: There were none.
- PD022/19 APOLOGIES FOR ABSENCE:** Committee **RESOLVED** to approve apologies from Robert de Grey.
- PD023/19 MINUTES OF THE MEETING HELD ON TUESDAY 18TH JUNE 2019:** Committee **RESOLVED** to approve the minutes which were subsequently approved.
5.1 Clerk update report: Committee **NOTED** the report.
- PD024/19 REDEVELOPMENT OF 5-7 CHURCH ST:** Committee **NOTED** the report and agreed that
a) The TC should contact RdeG Architect and seek clarification on the latest QS costs prior to submitting the PWLB provisional approval, planning application and preparing the tender.
b) Cllrs Gifford, Cherrill and the Town Clerk to review the draft tender specification prior to submission.
- PD025/19 LIBRARY SERVICE PROVISION:** Committee to **NOTED** the verbal report.
- PD026/19 FRIENDS OF STONY STRATFORD LIBRARY (FOSSL):**
a) Verbal Report and FOSSL minutes: Committee **NOTED**
b) Loss of Oak veneer shelving: HB informed that as the Library would now be refitted on both floors, it was a possibility that some of this shelving might be retained. Committee **NOTED**
c) Bird boxes for Swifts: Committee **AGREED** that if possible, these would be installed during the redevelopment works

Meeting Closed: 20:25

Chairman Signature.....Dated.....

Date of next meeting: 10th December 2019



MINUTES OF FOSSL COMMITTEE MEETING THURSDAY 3rd OCTOBER 2019

Present: Phil Sarre (chair), Judith Jeffcoate (treasurer), Richard Deveson (events), Babs Dore, Hilary Clinch, Jackie Fowler, Mary Barnes, Tony Kaye, Kathy Luff (notes)

Apologies: Vicki Shakeshaft, Garry Mitchell

Phil welcomed Tony to his first FOSSL committee meeting. There was a brief discussion of Tony's future involvement in building a FOSSL website and possible Facebook group. It was agreed to put this on the agenda for a future meeting

1. Minutes of previous meeting and Matters arising

The minutes were agreed. Phil reported back on two items:

Firstly he had attended the Property Development Committee meeting (PDC) and reported that the PDC is not deliberately delaying action but it has to apply for planning permission, funding, and draw up a tender spec for builders. These items are currently being worked on.

Secondly, Helen Bowlt had brought the new Strategic Plan for Library services in MK. She was quite optimistic that further development would be happening.

2. AGM

Phil said that in the past we had invited speakers at the AGM and asked the Committee if we wanted to continue that this year. It was agreed after discussion that we might have two speakers - Rob Gifford to speak on the development of the library building and Helen Bowlt to talk about what her plans are for Stony Stratford Library after the building work is complete.

Phil said that he would give a short Chair's report which would be followed by individual reports from relevant committee members. This was agreed.

Phil agreed to check the availability of the two speakers - looking at dates in the w/c 5th November and possibly w/c 12th November.

3. Events

22nd October Richard Bessel talk. 62 tickets have been taken so far.

Tasks agreed as follows:

Cakes: Hilary, Jackie, Judy D

Chairs: Phil, Richard, Tony,

Richard will help Dick set up audio-visuals

Doors in: Judith

Jane Wood is buying the wine. Tony and Judith will help serve.

Washing up - available people. NB this wasn't agreed at meeting - apologies!

Lucy Nevitt talk 26 November

Babs has produced the tickets and these are at the Library ready for release on 5th November. Kathy will send the email and poster five weeks before the event.

Richard reported that Naomi Eisenstadt will give a talk: Parents, Policy and the State on 25th February 2020

Monica Else is booked for 1st April 202 to talk on; What is Cancer

He will contact Magnus John with a view to him giving a talk later in 2020. Jo Laredo has also said he is willing to give a talk in 2020.

Peter Waterman has suggested a possible seminar on Harriet Martineau at some point in the year.

4. Finance

Judith reported that at the end of September (end of financial year) the net assets are £2084.74

The donations at Bill's talk amounted to £303. It was agreed that £300 would be donated to Willen Hospice.

Babs is meeting with Harch and will check with her if there is any further information on the tarpaulin required for children's events.

5. Report from Library Colleagues.

Garry had sent a report - mixed news:

- Library visits during FoSSL volunteer sessions

September – 478 (am) 114 (pm)

August – 492 (am) 122 (pm)

July – 542 (am) 128 (pm)

- Issues: September 2019 - 3652
September 2018 - 4067 (-10%)
- Visits: September 2019 - 4396
September 2018 – 4464 (- 1.5%)
- New registrations: September 2019 – 40
September 2018 – 34 (+ 17%)
- Self-service transactions: September 2019 – 88% September 2018 – 88%

6. Schools Liaison

Phil reported on behalf of Vicki:

Vicki's letter to the new Head of SMSG South school has met with a very positive response. Vicki and the team have had a meeting with the Head and all volunteers have all been allocated. There will possibly be future library visits from the school.

7. Any Other Business

Babs reiterated her appeal for help for Harch on 24th October Story Time

She also agreed with Mary and Tony that their names would go onto the emergency contacts list, and she would add them to Signup.

8. Date of Next Meeting - after the AGM

The Chair will set this date in collaboration with speakers

Minutes of FOSSL Committee meeting 6th November 2019

Present: Phil Sarre, Judith Jeffcoate, Richard Deveson, Vicki Shakeshaft, Kathy Luff (notes)

The meeting followed the AGM.

1. Election of Officers

It was agreed that everyone would keep the same roles. Vicki said that she was prepared to continue for one more year as it has been impossible to find a replacement for Andrea.

2. Tasks for talk on 26 November

Doors: Judith

Cakes: Hilary, Kathy, Judy D

Chairs: Richard, Kathy. John Luff

Washing up: Richard, Vicki and anyone else

Sound system: Paul Martin

Richard will check if the speaker wants the projector and encourage her to use the sound system.

3. A.O.B

Linda would like a leaflet to give out with FOSSL details including email. It was agreed to sort this out at next meeting.

Tony has done some work on the Facebook page

Bill Prescott is compiling an archive of all FOSSL talks

4. Date of next meeting

9th January 2020

FRIENDS OF STONY STRATFORD LIBRARY AGM

6th November 2019

Present: Phil Sarre (chair), Judith Jeffcoate (treasurer), Richard Deveson (events), Babs Dore (volunteers co-ordinator), Hilary Clinch, Vicki Shakeshaft (schools co-ordinator), Kathy Luff (minutes)

Rob Gifford (SSTC chair), Helen Bowlt (MK Library services), Cheryl Read, Kay Mackerness, Paul Martin, John Luff, Janet Miller, Bill Prescott, Philippa Prescott, Mary Sarre, Judy Deveson, Tony Kaye, Robin Ray, Christine Walsh, Peter Waterman, Nigel Pigott, Liz Gifford

Apologies: Jackie Fowler, Joe Laredo, Mary Barnes, Felicity Drouet, Betty Course, John Hooper, Caz Tricks, Gillian Pigott, Elaine

The AGM started with short talks from Rob Gifford and Helen Bowlt.

Rob Gifford outlined the plans for the alterations and refurbishment of the building. These are dependent on securing a loan of £200,000 from the Public Works Loan Board. The annual precept of a band A property would rise by £4.80 per year, There will be a two page article in the next Town Crier asking for comments and support. Should the loan not be possible, the rise to the precept will remain which would enable a fund for smaller alterations, eg improving the front door. The library is likely to be closed for 6 months during the work.

Helen Bowlt spoke on the New Strategy for Libraries in MK with particular reference to Stony Stratford. She said that she was optimistic that the cuts to libraries in MK had reached a plateau. The libraries in Bletchley, Kingston and Westcroft have all been updated and improved and Newport Pagnell is currently undergoing refurbishment. She showed slides with artist's impressions of how Stony Stratford library might look. There were some questions from the floor - during closure there would be a visiting mobile library; the exhibition showcases would be retained for local use; public access PCs should be kept; Libraries Xtra (the out of hours access system) might be considered.

The Chair thanked the speakers.

1. Minutes 2018 - were agreed

2. Chair's report

Phil reported that the Committee had met 8 times in the past year. During 2019 Mary Barnes and Tony Kaye had been coopted onto the committee.

3. Treasurer's report

The report had been circulated. Judith stated that all our income comes from donations at talks. Expenditure covers speakers' fees, wine and refreshments for the talks, also donations to charity. This year there had also been expenditure to buy a sound system. During this year funds have been used to support children's activities in the library enabling the librarians to buy craft items, books etc

4. Report from Volunteers co-ordinator Babs Dore

Since May 2017 FoSSL library volunteers have been opening the library between 9am and 10am Tuesday to Saturday and also keeping it open until 7pm on Thursdays – that's over 1550 separate volunteering slots and not one missed!

There are 42 active volunteers on the list, 16 have volunteered for over 50 sessions in that time ... and 4 for well over 100.

FoSSL volunteers offer a friendly welcome to early morning visitors to the library. They do as many or as few sessions as they like and there is no requirement for a regular commitment. They meet at the back door of the library at 8.45, open the building and turn on the self-service machines and the photocopier. The volunteers answer and deal with simple enquiries, leaving anything more complex to the library staff when they come on duty at 10am.

I would like to thank all our volunteers for their commitment, cheerfulness and enthusiasm. They make the job of organising the volunteer rota easy and are quick to offer to fill empty spots and ensure we always open as expected.

If anyone is interested in becoming a volunteer, please ask the library staff, who have my contact details.

5. Report from Events Co-ordinator

Richard reported that eight talks had taken place since November 2018. These covered a very wide range of topics and were all well supported.:

20 November 2018: Rosemary Pemberton, 'Pitt Rivers: Eminent Victorian and Collector Extraordinaire'

29 January 2019 'An Evening with M R Carey'

6 March Suzanne Campbell-Jones 'A Personal Story: Writing *No Ordinary Pilot*, a WW2 Memoir'

1 May, Jamie Hayes 'The History of Opera: 1600 to the present day'

18 June, Sue Ledwith, 'Women and Trades Unions: *plus ca change*'

17 July, Joe Laredo 'The American Chopin: the Extraordinary Life and Music of Louis Moreau Gottschalk'

28 September, Bill Prescott 'More than Meets the Eye: The Garden in Art'

22 October, Richard Bessel 'Lee Miller in Germany, 1945'

In addition, FOSSL helped with the launch of a community art project at the Library 'Dangerous Pockets Project' which took place on 6 April.

During the year Kathy Luff took on the admin tasks associated with the talks, whilst Richard retained the role of identifying and approaching speakers, arranging the topic and agreeing the date, and introducing them on the day. This is working very well. Richard thanked Kathy for her support. He also thanked the librarians for all their support. Peter Waterman asked that the talks should be kept going while the library is closed. The meeting thanked Richard for organising such an interesting programme.

6. Report from Schools Liaison Co-ordinator

Vicki thanked Russell Street school for continuing to provide artwork for the walls of the Children's library.

She said that her report this year would focus on the links with St Mary and St Giles school (SMSG)

Vicki reported that last year Andrea Quayle had stepped down from the role of addressing any issue that might arise in the school and liaising with Vicki as FOSSL Schools Liaison. Unfortunately a replacement for Andrea could not be found so Vicki had taken on this role. During the Autumn term there were 13 FOSSL schools reading volunteers (FSVs) and all was going well.

At the beginning of January she received notice from the school suspending our services, due to an Ofsted report and the need to focus on issues arising. The volunteers were disappointed so in early February Vicki met the Deputy Head at SMSG South to seek clarification and offer help. The FSVs were kept in the picture and all agreed to remain on the list while we awaited developments.

A new Headteacher, Kate Holland, was appointed in the summer term and she invited the FSVs to meet with her on 9 September to welcome us back to the school. In her letter of acceptance Vicki outlined the links with the library that had been developed since the inception of FOSSL in 2004. These are:

- Reading volunteers in the classroom
- Two visits a year from each class to the library for a programme of quizzes, stories and other activities
- Schools Day each March
- Every pupil was registered with the library
- Schools Liaison included two short meetings a year with headteachers to discuss progress/requirements

Since the merger of Queen Eleanor and SMSG in January 2017 the only remaining one of the above until last December was the Reading Volunteers in the classroom. Miss Holland was very welcoming and indicated she would like all of the above to be reinstated. This means that preparation and communication links will need creating

again, requiring time and enthusiasm of a lead volunteer or two. SMSG still has many internal issues to resolve.

A training morning was organised for the FSVs on 19 September, introducing the DfE document Keeping Children Safe in Education and Safeguarding for Volunteers and 12 FSVs resumed their duties the following week. Vicki thanked all the volunteers for their patience and commitment to FOSSL. Feedback from the staff liaison at the school indicated that all is going well and the children have really enjoyed their reading sessions. The staff at SMSG extend their appreciation to the volunteers. The meeting thanked Vicki for all her work on this.

7. Election of Committee

Phil confirmed that members of the existing committee were willing to continue with the agreement of the meeting. Rob Gifford proposed this and Judy Deveson seconded. The committee roles would be agreed at the meeting following the AGM. Peter Waterman proposed a vote of thanks to the Chair and Committee.

8. Questions from the floor. None

9. Any Other Business. None.