



Stony Stratford Town Council

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

Tuesday 10th September 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 September 2019 in the Library@5-7 Church Street, Stony Stratford MK11 1BD

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

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Agenda

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[https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/343182/140812 Openness Guide.pdf](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 THE LIBRARY, 5-7 CHURCH STREET, STONY STRATFORD MK11 1BD

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Stony Stratford Town Council

**Property Development Committee
Tuesday 10th September 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 18th June 2019:** *attached*
committee to consider and make resolution to approve.
5.1 Clerk update report: *to be tabled*
- 6. **REDEVELOPMENT OF 5-7 CHURCH ST:** *attached*
Committee to note the report.
- 7. **LIBRARY SERVICE PROVISION:** Committee to note any verbal report (*Helen Bowlit*)
- 8. **FRIENDS OF STONY STRATFORD LIBRARY:** *attached*
8.1 Minutes of 4th July 2019: Committee to note
8.2 Comments/Recommendations from the minutes: Committee to consider the following:
Minute 2, bullet point 3 - Concerns over the possible loss of oak shelving
Minute 2, bullet point 4 – Recommendation for the installation of Swift boxes

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

Date of next meeting: 10th December 2019, 7.30 pm



PROPERTY DEVELOPMENT COMMITTEE

Minutes of a meeting held on Tuesday 18th June 2019,

18:30 at the Library@5-7 Church St, Stony Stratford MK11 1BD



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

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

Absent: Cllr Cliff Brett (See also Min PD013/19),

- PD009/19 ELECTION OF CHAIR:** Committee **RESOLVED** to elect Cllr Gifford.
- PD010/19 QUESTIONS AND CONTRIBUTIONS FROM THE PUBLIC (15 mins):** There were no members of the press or public present.
- PD011/19 DECLARATIONS OF INTEREST IN RESPECT OF RELEVANT ITEMS OF BUSINESS ON THE AGENDA:** There were none.
- PD012/19 REQUESTS FOR DISPENSATION** in accordance with the Localism Act 2011 S33: There were none.
- PD013/19 APOLOGIES FOR ABSENCE:** Committee **RESOLVED** to approve apologies from Cllr Brett.
- PD014/19 MINUTES OF THE MEETING HELD ON TUESDAY 12TH MARCH 2019:** Committee **RESOLVED** to approve the minutes which were subsequently approved.
- 5.1 Clerk update report: Committee **NOTED** the report and **AGREED:**
- Fire Alarm system: this would be reviewed when organising the details of the redevelopment of 5-7 Church Street.
- PD015/19 COMMITTEE TERMS OF REFERENCE (TOR):** Committee **AGREED** that other than amending the format for consistency with other SSTC committee TOR, no other changes were necessary.
- PD016/19 REDEVELOPMENT OF 5-7 CHURCH ST:** Committee **NOTED** the report and after a lengthy discussion **RESOLVED** to recommend the following next steps to Full Council:
- Submit a planning application not limited to, but to include; roof Installation of photovoltaics, moving the staircase, changing the doors and making good. It was acknowledged (and accepted by HB) that whilst this would mean the library would be retained on both floors, it would be a considerably improved with a more flexible space both upstairs and downstairs.
 - To Hold an Extraordinary of Full Council on Wednesday 3rd July 2019, 7 pm in the Library, 5-7 Church Street MK11 1BD to agree the next steps. **Action: TC to publicise and organise in liaison with the Chair and RdeG.**
- PD017/19 LIBRARY SERVICE PROVISION:** Committee to **NOTED** the verbal report and. HB reported:
- Cllr Zoe Nolan was now the MKC Cabinet Member for Libraries (which was now under the umbrella of Children and Families)
- PD018/19 FRIENDS OF STONY STRATFORD LIBRARY:** Committee **NOTED** the minutes and verbal report from PS outlining the increase in footfall during the volunteer times. The volunteers were commended for their excellent work which had been acknowledged at the recent thank-you event organised by the Stony Stratford Library Staff.

Meeting Closed: 19:32

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

Date of next meeting: 10th September 2019





Redevelopment of 5-7 Church Street Property Development Committee: 10th September 2019 Agenda Item: 6

1. Update:

- a) Further to my report at the June meeting. The Council made the following decision at a special (extraordinary) meeting of Council held on Weds 3rd July:

'19/057 5-7 CHURCH STREET REDEVELOPMENT, NEXT STEPS:

- 57.1 Cllr Gifford outlined the background to the Project and the minutes of the recent Property Development Committee meeting. Council **NOTED** the TC report and update.
- 57.2 The Council also **NOTED** that an application had been made to the National Lottery for funds towards the project and that a decision on the application was expected by 12th July. Following an extensive discussion, it was agreed that that the full project (Phases 1 and 2) should be done if the grant (from the National Lottery Fund) was available to put towards it. The following motion (KT/CB) was voted on and **AGREED** unanimously: ***'This Council agrees to proceed with Phase 1¹ of the Project to a maximum of £200,000 obtained through a Public Works Loan Board loan (which would cost, (based on the 2019/20 Precept of £209,360.00 and 2019/20 Tax Base² of 2510.83), an additional £3.56 per annum for a Band D property and, should the Lottery Grant application be successful, this decision will be reviewed at the July Full Council meeting with a view to carrying out the full project (at a cost of approx. £500K)***
- 57.3 Council **AGREED** that technical advice should be sought for compiling the tender. The costs to be met from the 5-7 Church Street Earmarked Reserve.
- 57.3 Council **NOTED** and concurred with the TC comment that the S106 Art monies (from Elizabeth House) could be used to offset the cost of the front entrance with a view to involving the community and creating an artistic entrance e.g. a large mosaic depicting Stony's history and culture.

- Actions:**
- 1. TC to inform Architect and defer the Planning Application until after receipt of the decision by the National Lottery.***
 - 2. TC to seek technical advice, in liaison with the architect, for compiling the tender'***

Following this, RdeG requested the estimated costs for the smaller project (Phase 1) from the QS and has followed up several times.

b) Grant Funding:

- FCC (WREN): Application not re-submitted as still awaiting the revised costs for the smaller project (Phase 1)
- Lottery Grant: 08/07/2019 – Notification that grant application unsuccessful. Original email circulated to all. TC has requested further feedback and an indication as to whether we should reapply. This would be for the smaller project for which we are awaiting revised costs

- c) PWLB Loan: In progress. Awaiting Cost plan for the smaller project (Phase 1) prior to submitting.

- d) Planning Application: Due to a possibility that the scheme might have to change slightly as now just doing Phase 1, we are awaiting the revised Cost Plan (which should be ready mid-September), prior to submitting.

e) Consultants

- Architects: RdeG (Architect) had requested another Architect to work with him, filling in a number of gaps in the architectural services he is able to provide. Unfortunately, this did not work out as envisaged.
- Technical Advice (Min 19/057 Action point 2): RdeG has clarified that once Phase 1 costs and work have been clarified, he will recommend that an order is placed with the relevant consultants and in conjunction with them, RdeG will ensure that that the

¹ Phase 1 outline: To include but not be limited to: moving the stairs, changing the doors and reception area, creating an evacuation area to meet regulations, declutter and redesign the librarians work area, improve the kitchen & toilets plus general décor.

² Tax base = number of households the precept is divided between

necessary drawings and specification are prepared, ready to tender to the potential builders. The LGSS professional online tender process will be used.

- f) Energy Efficiency: 25/07/2019: Wolverton Community Energy provided official confirmation of the pre-registration of the proposed solar PV scheme on 5-7 Church Street:
- It means that with an Energy Performance Certificate rating of D for the building Wolverton Community Energy (WCE) should receive a Feed-in Tariff subsidy of 4.03p/KWh which it is hoped will make the scheme viable for WCE to provide a competitive electricity price to Stony Town Council.
 - the subsidy will expire on 26 March 2020, so the PV will have to be installed and commissioned before that date. Given that surface mounting is now planned, this should be possible if planning permission is granted and the finances add up.

In order to progress the financial assessment, WCE need half-hourly electricity use data (over a 12- month period) for the building to see the amounts of solar electricity that will be used on-site. TC requested from our energy supplier on 14/8 and chased up requested on 4/9. Energy supplier aim to provide by 16/9.

Committee is asked to **NOTE** the report.

Lynne Compton, Clerk and RFO to the Council

4th September 2019

Minutes of FOSSL committee meeting 4th July 2019

Present: Phil Sarre (chair), Judith Jeffcoate (treasurer), Richard Deveson (events), Babs Dore, Kathy Luff (minutes)

Apologies: Vicki Shakeshaft, Hilary Clinch, Jackie Fowler, Garry Mitchell

1. Minutes of previous meeting and matters arising

Item 1a. Judith has sent to Garry the money we agreed to contribute to the Summer Reading Challenge. He has sent thanks.

Item 1b. Phil has checked the library website. Whilst there is a lot of information on Friends groups in general there is little on FOSSL and no facebook link. It was agreed that the text that Richard had recently composed for Melanie would be suitable and Phil will send this through to the appropriate person. Babs has checked the Facebook link and is satisfied it is working. As she has admin rights she agreed to put the poster for the next talk on.

Item 2. Phil has passed on our thanks to the library staff for the tea party.

2. Library Refurbishment. (see also item 5 following)

Phil reported that the Property Development Committee (PDC) had said that the larger project proposed would be unaffordable and had asked the Town Council for approval for the smaller project - Stage 1, costing £200K. However at the Town Council meeting on 3rd July it was agreed that if Lottery funding was forthcoming the whole project - Stage 2 would be agreed.

After discussion this committee agreed:

- We welcome the Council's decision to back Stage 1.
- We regret their decision to delay these improvements by waiting to hear from the Lottery fund as we do not consider Stage 2 to be good value for money.
- We also have concerns about the possible loss of the oak bookshelving.
- If work is to be done on the structure of the building we request that swift boxes are installed.

3. Events

Phil briefly reported on the meeting between himself, Richard and Kathy to reallocate the event tasks - minutes previously circulated. The committee thanked Kathy for taking on the admin side.

Richard reported that the Sue Ledwith talk on Women in Trades Unions had been well received. It was also agreed that the use of the new sound system had been helpful.

Forthcoming talks:

17 July Joe Laredo on Gottschalk. He has decided to use a CD player. He and Richard will be meeting in the library to check the wifi as he needs to use YouTube.

28 September: Bill Prescott on More than meets the eye - the garden in art. This will be a Saturday lunchtime. Linda has agreed it can start at 12.30.

22 October: Richard Bessel will talk about Lee Miller's photographs

26 November: Lucy Nevitt will talk about Stage fighting

28 January: Beth Gardiner will talk about Air Pollution (part of Stony Words)

Late February/early March: Monica Else - What is Cancer?

Late March/early April: Naomi Eisenstadt - title to be determined

There are also four further possibilities yet to be finalised.

Tasks for 17th July talk:

It was agreed that as well as the usual task list we would also ensure that the washing up and closing were covered.

Microphone/sound system - Vicky and Paul

Chairs - Richard, Kathy, Phil

Doors in - Judith

Cakes - Kathy, Hilary, Vicki

Jane Wood is arranging the wine. Kathy will arrange juice and paper napkins

Washing up - Phil and Richard will cover this if there are no other volunteers.

Bill Prescott talk on 28 September - as this will be a lunchtime it was agreed that wine would not be provided but there would be tea, coffee, juice and biscuits.

4. Finance

Judith reported that the net assets stand at £2092.70

5. Report from Library colleagues received by email from Garry.

News

· Following a meeting last Wednesday night of SSTC it has been agreed to go ahead with Phase 1 (moving the stairs, new foyer and library remains operating on 2 floors).

If SSTC get a National Lottery grant then they would do phase 1 & 2 (Much bigger project including knocking out staffroom and TC office downstairs to create a ground floor library space and moving TC office and creating a meeting room space upstairs).

· Newport Pagnell Library getting refurbished in September 2019

· The new MK Council plan has just been published and for the first time libraries are mentioned within this document. 'MK Council will maintain a full provision of library services.' We do need to consult in what a full provision actually is, but it is encouraging that we have finally been recognised as an important part of the council services.

Statistics

- Visits to library during FoSSL volunteer run hours – June 2019 463 (am) & 120 (pm)
- Footfall June 2019 – 3770 (-13.55%) – have had issue with people counter so may be effecting result
- Issues June 2019 – 3445 (-3.77%)
- New members June 2019 - 19
- Total transactions done at self-service June 2019 – 88.27%
- Storytime attendance June 2019 – 184

6. Schools Liaison

Vicki had sent Phil a reply from the Diocese Education Officer stating they are keeping an eye on things.

7. Any Other Business - none

8. Date of next meeting - Thursday 5th September at 7pm