



Stony Stratford Town Council

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

Tuesday 12th March 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 12th March 2019 in the Library@5-7 Church Street, Stony Stratford MK11 1BD

Signed..........Date: 6th March 2019
Lynne Compton, Clerk to the Council

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Agenda

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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 12th March 2019, 7.30 pm, The Library@5-7 Church
Street, Stony Stratford MK11 1BD**

AGENDA

1. **QUESTIONS AND CONTRIBUTIONS FROM THE PUBLIC** (15 mins)
2. **DECLARATIONS OF INTEREST IN RESPECT OF RELEVANT ITEMS OF BUSINESS ON THE AGENDA:**
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 11th December 2018:** *attached*
committee to consider and make resolution to approve. June meeting was cancelled.
5.1 Clerk update report: *to be tabled*
6. **REDEVELOPMENT OF 5-7 CHURCH ST:** *attached*
Committee to note the report and agree next steps
7. **LIBRARY SERVICE PROVISION:** Committee to note any verbal report (*Helen Bowlt*)
8. **FRIENDS OF STONY STRATFORD LIBRARY:** *attached*
Committee to note the minutes and any verbal report (*Phil Sarre*).

Signed.....  Date: 6th March 2019

Lynne Compton, Clerk to the Council

Date of next meeting: 11th June 2019



PROPERTY DEVELOPMENT COMMITTEE

Minutes of a meeting held on Tuesday 11th December 2018,

7.30 pm at the Library@5-7 Church St, Stony Stratford

Present: Cllrs Cliff Brett, Simon Cherrill, Rob Gifford (Chair), Robert de Grey (Architect)(RdeG), Helen Bowlit (HB) (MKC Libraries Service and Judith Jeffcoate (JJ) (FoSSL), (6 Members)

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

Absent: Cllr Anne Cryer-Whitehead (See also Min PD022)

- PD019/18 QUESTIONS AND CONTRIBUTIONS FROM THE PUBLIC (15 mins):** There were no members of the press or public present.
- PD020/18 DECLARATIONS OF INTEREST IN RESPECT OF RELEVANT ITEMS OF BUSINESS ON THE AGENDA:** There were none.
- PD021/18 REQUESTS FOR DISPENSATION** in accordance with the Localism Act 2011 S33: There were none.
- PD022/18 APOLOGIES FOR ABSENCE:** Committee **RESOLVED** to approve apologies from Cllr Anne Cryer-Whitehead.
- PD023/18 MINUTES OF THE MEETING HELD ON Wednesday 26th September 2018:** Committee **RESOLVED** to approve the minutes as an accurate record of the meeting. The minutes were subsequently signed by the Chair.
- 5.1 Clerk update report: Committee **NOTED** the report.
- PD024/18 REDEVELOPMENT OF 5-7 CHURCH ST:** The Chair went through the report and after some discussion, the following was agreed:

- a) Next Steps:
1. To obtain a Quantity Surveyor (QS) estimated cost for the new option B4, kindly prepared by RdeG as an alternative to B3 in response to the MKC Library Service concerns on the costs of retaining the library over two floors and as a comparison to the Town Council's preferred option which retains the library over two floors. New option B4:
 - i. retains the Library on the ground floor with the staircase moved (as in B3)
 - ii. reduces the library space by 42%
 - iii. involves moving the Town Council to the first floor
 - iv. involves moving Toilet facilities to the first floor
 - v. may involve widening the escape staircase
 2. Keep all the options open
- Action: RdeG to arrange new estimate from QS.**
- b) PWLB Loan application amount: Once the grant decisions have been received, a recommendation that the Town Council agree whether to PWLB To apply for £100,000 over 30 years at a cost of £4871 per annum (2 instalments of £2435.67) for moving of the staircase and replacing the reception doors or, in the event one or all of the grants are declined, a greater amount, up to £10,000 cost to the Council per annum(A £200,000 PWLB costs £9627.18 per annum). **Action: TC to bring forward to January Full Council where the 2019/20 Budget and Precept will be discussed.**
- c) Grant application amounts to FCC/Lottery Fund etc. **Action: TC to apply for the following based on QS estimated costs for B3:**

Energy Efficiency improvements (Staff costs cannot be paid for out of WREN grant)	FCC (WREN): Max grant: £100,000	£100,000.00
Recalibration of Ground Floor and Refurbishment of whole building	Big Lottery Fund	£235,056.40
Total Grants:		£335,056.40
Remainder (depending on decisions may need to be paid for by Council):		
Energy Efficiency Improvements		£52,400
FCC Wren Third Party Funding		£10,750
Recalibration of Ground Floor and Refurbishment of whole building		£118,151.20
Total Council costs (incl. VAT)		£181,301.20

- PD025/18 5-7 CHURCH ST BUDGET 2019/20:** Committee **NOTED** the report and **RESOLVED** to recommend:
- a) retaining the current expenditure budget at £36,000 (plus up to £10,000 per annum for a PWLB loan)
 - b) An addition of £1,000 to top up the depleted Earmarked Reserves (virement from the General Reserve).
- PD026/18 LIBRARY SERVICE PROVISION:** Committee **NOTED** the verbal report from HB with invitation for all councillors to attend the opening of Westcroft Library on Tuesday 29th January 2019 and asked for HB to provide details floor area and number of books for each of the MKC owned libraries. **Action: HB**
- PD027/18 FRIENDS OF STONY STRATFORD LIBRARY:** Committee **NOTED** the report from JJ and thanked FOSSL for all their hard work volunteering in the library and the provision of a new speaker system for library-based talks.

Meeting Closed: 8.55 pm

Date of next meeting: 12th March 2019



**STONY STRATFORD TOWN COUNCIL THE LIBRARY, 5-7 CHURCH STREET, STONY STRATFORD MK11 1BD
TELEPHONE 01908 566726 FAX 01908 562562 EMAIL OFFICE@STONYSTRATFORD.GOV.UK
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Redevelopment of 5-7 Church Street Property Development Committee: 12th March 2019 Agenda Item: 6

- a) Update: Further to the report to the December 2018 meeting, Council **RESOLVED** the following in Minute 19/007 BUDGET/PRECEPT 2019/20:

7.1 Approval of the PWLB loan application: Following a lengthy discussion, the following motion was proposed (RG/CB), voted on and **RESOLVED** to be approved:

‘Council welcomes the update on the redevelopment of 5-7 Church Street and notes the applications for funding submitted to the Big Lottery Fund and FCC(Environmental) Communities Fund (via WREN). It recognises that the outcomes of these applications have yet to be received and that the full scale of the project cannot be decided until the results of these are known. However, it also acknowledges that, whatever the outcome of the applications, improvement works to the building need to be undertaken. An update on the project will be made to the March meeting of Council.’ **Action: TC and Property Development Committee**

Following this, further discussions were held with the current tenants and the plans were very kindly revised again by Robert de Grey (RdeG). We are awaiting the revised cost plan from the Quantity Surveyors.

- b) Financing the main project:
1. Big Lottery Fund Application: We have been asked for additional evidence and information by the fund holders. TC is in process of gathering and aims to submit week commencing 11th March 2019.
 2. S.106 Funds (from Elizabeth House)
 - i. Carbon Neutrality Funds: The initial response received from MKC was: ‘I have approached our Energy team and am waiting for a response. He did say that we would not use the whole of the Carbon Neutrality funds to supply the heating system being that, regardless, a heating system needs to be installed. In that light, we would consider giving funds from the contribution towards an upgrade to a Condenser boiler that reduces the Carbon output. He also did say the same for the lighting system; we would consider giving funds towards the LED lights. I’m sure that once I receive a response there might be more suggestions; thanks for your patience.
 - ii. Arts Fund: There has been the suggestion, by a local artist of installing a mosaic at the entrance to 5-7 Church Street.
- c) Financing the Energy Efficiency Project: the application was submitted to the FCC Communities Fund (administered through WREN) and we are awaiting the outcome.
- d) Next Steps: Unfortunately, RdeG is unable to attend this meeting and we are awaiting the outcomes of the funding applications. Cllr Gifford suggested holding a meeting with Full Council, immediately prior to the Full Council meeting on 19th March 2019 to update them on the revised plans and cost plan. It is envisaged that RdeG will be at this meeting and following this meeting, the Property Development Working Group will draw up a draft Project Plan and review the draft S.106 Fund applications drafted by the TC.

Committee to **NOTE** the report and **AGREE** next steps

Lynne Compton, Clerk and RFO to the Council

6th March 2019

Minutes of FOSSL committee meeting 28th February 2019

Present: Phil Sarre (chair), Judith Jeffcoate (treasurer), Richard Deveson (events), Vicki Shakeshaft, Hilary Clinch, Babs Dore, Jackie Fowler, Kathy Luff (minutes)

The committee was joined by: Peter Waterman, Fran Bottoms and Mary Barnes for the item on Schools Volunteers

Apologies: Garry Mitchell MK Library Service

1. Minutes and Matters arising

The minutes of the meeting on 17th January were agreed.

Matters arising:

The Chair reported that the Town Council had agreed that some refurbishment of the building was essential and have made available a sum of £6000 per annum to fund a PWLB loan, but agreed to wait until the results are known of the applications to the Lottery fund.

Vicki reported that Hollywood Music had contacted her to say that the sound system was now in and she will pick it up next week. It needs to be decided where it will be stored. It was agreed to use it after the talk on 6th March.

Jackie apologised that she has not yet contacted the scrap store but will do so.

2. Schools Liaison

Vicki reported that she had taken over organising the scheme from Andrea as reported at the last meeting. She had been to the volunteers party and was in the process of setting up 2 of the new volunteers when at the beginning of the new term an email had come in from the school to say that volunteers should not come in at present following an OFSTED inspection. She had arranged a meeting with the deputy head and sent the volunteers the following email:

This is the outcome of my meeting with Tim Wills this morning:

The school is very grateful for the time you have given to working with the children and as you have all been DBS checked there is no concern about safeguarding.

The focus now has to be on Teaching and Learning so for the foreseeable future the children have to stay in their classrooms to ensure they do not miss any stages in the lessons.

Following the recent Ofsted inspection a learning focus is to improve the children's knowledge of phonics and understanding of inference through questioning; the school has to work on these expectations in the immediate future.

Tim recognises that the school has not 'invested' in the Volunteers with a training programme to enable them to support reading development in the classroom; the omission of this quality assurance would be pointed out in a future Ofsted inspection. The school will need to address this.

Tim cannot emphasise enough how helpful the Volunteer contributions are and he does want the programme to start again. However this cannot happen in the foreseeable future as the school has to implement a strategy for improvement, and this will take time. It is with regret he cannot give a timescale as to when.

I know this will be a disappointment to you and to FoSSL too. We have forged strong links over the years with what is now SMSG South. FOSSL and the school are very grateful to have such a team of dedicated volunteers who have generously given of their time. I will keep you on the FSV list and contact you when there is any change in the future. If you do not want to remain with the FSV's because of the uncertainty I fully understand so please let me know.

Many thanks for your hard work,

Vicki asked the Committee to consider a response to the school and she asked for agreement that she should see Tim Wills again for further discussion.

Those volunteers present also added their comments for the committee to consider and reflected the disappointment felt by the volunteers in general. In particular Peter Waterman emphasised the relationship that had been forged between FOSSL, the school and the wider community which must be continued. This relationship is particularly important for the children of Fullers Slade.

The meeting agreed:

Vicki should send a letter to the school by the end of this term setting up a meeting for the beginning of next term. It is not yet known when the new head will be in place.

The letter should state:

- We understand the organisational changes and the OFSTED report mean that some rethinking needs to happen
- We will wait on the reply from the school asking for the volunteers back when things are sorted - and that we expect them to ask for the return of the volunteers
- The positive link between FOSSL volunteers and the school must be reestablished.

Vicki will draft the letter and send to the committee and the volunteers for comment/amendment so that the finalised letter can be sent by the end of term.

3. Events

It was agreed that the M R Carey event in Stony Words had been excellent and had drawn in a new audience for our talks.

Tasks for 6th March

Cakes: Judy D, Hilary, Kathy

Chairs: Vicki, Babs

Drinks: Richard will purchase. Kathy will serve - also John L if available.

Doors: Judith

'Dangerous Pockets' exhibition will be held on Saturday April 6th. Richard said Emma Philips was grateful for the offers of help, cakes etc. He will circulate the FOSSL mailing list.

1st May - talk on opera will go ahead

4th June - Women and Trade unions talk changed to June 18th

Bill Prescott has offered a lunchtime talk to coincide with Stony Open Gardens

17th July Joe Loreda will talk on Louis Gottschalk

September date tba Dick Bessel will talk on his book about Lee Miller's photographs of Germany 1944-5

4. Finance update

Judith circulated the latest balance sheet showing net assets of £2221.51

5. Report from Library Colleagues

Garry had sent in a report with some encouraging figures:

Issues	2018	2019	%+-
January	3940	4011	+1.8%

Footfall	2018	2019	%+-
January	5211	5213	+0.03%

New Borrowers	2018	2019	%+-
January	16	34	+112.5%

Public PC Usage	
January 2019	183
December 2018	138

Self Service Usage	(of total transactions)
January 2019	89.35%
December 2018	89.73%

Storytime Attendance	
January 2019	196
December 2018	170

Library News

MKC has reorganised its senior management with the appointment of a new CEO. MK Libraries has now moved to Youth and Community in the Children's and Families directorate. This means we sit with MK Learning (adult education) which may offer significant development opportunities

Fiona Clarkson has now left the role of Library Volunteer Co-ordinator and her work will be picked up by Central and the Community Libraries directly.
Westcroft Library successfully opened at the end of January

6. A.O.B none

7. Date of next meeting: Thursday 18th April 7pm