



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

Wednesday 26th September 2018^(rescheduled from 11th September), 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 Wednesday 26th September 2018 in the Library@5-7 Church Street, Stony Stratford MK11 1BD

Signed..........Date: 20th September 2018
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

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.

Mobile Phones

Please ensure that your mobile phone is switched to silent or is switched off completely during the meeting.

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, Wednesday 26th September 2018, 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 13th March 2018:** *attached*
committee to consider and make resolution to approve. June meeting was cancelled.
5.1 Clerk update report: *to be tabled to follow*
6. **REDEVELOPMENT OF 5-7 CHURCH ST:** *to follow*
Committee to receive a report, consider and agree any recommendations.
7. **LIBRARY SERVICE PROVISION:** Committee to note any verbal report (*Helen Bowlt*)
8. **FRIENDS OF STONY STRATFORD LIBRARY:**
Committee to note minutes and any verbal report (*Phil Sarre*)

Signed.......... Date: 20th September 2018
Lynne Compton, Clerk to the Council

Date of next meeting: Tuesday 11th December 2018



PROPERTY DEVELOPMENT COMMITTEE

Minutes of a meeting held on Tues 13th March 2018,

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

Present: Cllrs Cliff Brett, Simon Cherrill, Robert Gifford (Chairman), Joan Walker MBE and Helen Bowlt (HB) (MKC Libraries Service), Robert de Grey (Architect) Phillip Sarre (PS) (FoSSL), (7 Members)

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

- PD001/18 QUESTIONS AND CONTRIBUTIONS FROM THE PUBLIC (15 mins):** There were no members of the public present.
- PD002/18 DECLARATIONS OF INTEREST IN RESPECT OF RELEVANT ITEMS OF BUSINESS ON THE AGENDA:** Cllr Gifford declared a non-pecuniary interest due to his wife being a cabinet member for the MKC Libraries Service. Committee **NOTED**.
- PD003/18 REQUESTS FOR DISPENSATION** in accordance with the Localism Act 2011 S33: There were none.
- PD004/18 APOLOGIES FOR ABSENCE:** Committee **RESOLVED** to approve apologies from Cllr Michael Allsopp.
- PD005/18 MINUTES OF THE MEETING HELD ON TUESDAY 12th December 2017:** Committee **RESOLVED** to approve the minutes as an accurate record of the meeting.
- 5.1 Clerk update report: Committee **NOTED**
- PD006/18 REDEVELOPMENT OF 5-7 CHURCH ST:** Committee reviewed the revised plans (Rev F) and all **AGREED** that this latest revision, including the potential redesign of the first floor, would ensure that the building would be sustainable for the future and remain a partnership building for the Town Council and Library services as well as being a valued community facility. The following next steps were **AGREED**:
- QS and contract costs should be sought for Rev. F. **Action: TC and RdeG**
 - Ascertain the additional cost to the precept (once revised costs known). **Action: TC**
 - Ascertain the potential income from the refurbished building, possibly from securing an 'Anchor' tenant in addition to the Library service. **Action: TC**
 - Talk again to other local Councils who have undergone a similar process. **Action: TC**
 - Put together a business plan. **Action: TC**
 - Put together a paper on the specific operations of running a project of this size once the procurement had taken place. **Action: RdeG**
 - Investigate improving the insulation (due to impending changes to legislation on the energy rating of public buildings). **Action: RdeG**
 - Investigate replacement of front doors and/or new heat curtain prior to the refurbishment. **Action: RdeG & HB**
 - Plans to Full Council for consideration. **Action: PDC**
 - Public consultation. **Action: PDC**
- PD007/18 LIBRARY SERVICE PROVISION:** Committee **NOTED** the verbal report (*Helen Bowlt*)
- PD008/18 FRIENDS OF STONY STRATFORD LIBRARY:** Committee **NOTED** the verbal report (*Phil Sarre*)

Committee 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:

- PD009/18 HEALTH AND SAFETY CONTRACT:** Committee **RESOLVED** to **RECOMMEND** to Full Council award of the contract to Contractor B, for 3 years with the option of an additional 2 years (due to the possible changes to the building) at a total value of £3,600 (3 years) + £2,400 (2 years) = £6,000. This represents an annual saving to Council of £600 per annum on the present contract.

Date of next meeting: Tuesday 12th June 2018

