

Bletchley & Fenny Stratford Town Council

To: Members of the Finance & General Purposes Committee

Robin Bowen-Williams (Chair), Bruce Abbott, Keith Ely, Tim Haynes, Tony Keller, Angela Kennedy, Sue Kettles, John Rowley, Joan Thomas, Alan Webb

All other Council Members - for information but all are welcome to attend meeting

Your attendance is requested at the Meeting of the Finance and General Purposes Committee to be held at

**74/76 Queensway, Bletchley
on Tuesday 9th February 2010**

Commencing at 7.30pm, when the business set out below will be transacted:

Clerk to the Council

Agenda

1. **Apologies**
2. **Notification of any Other Business** - Information items only
3. **Declarations of Interest**
4. **Minutes of the meeting held on Tuesday 19th January 2010** (as circulated with the Full Council agenda January 2010)
5. **Matters arising from the minutes of the last meeting**
6. **Road / Parking Issues**
 - 6.1 - Central Bletchley Walking Signs:
To note details as attached regarding walking signs, location map and details from MKC for Central Bletchley
 - 6.2 - Potholes in Bletchley
To note that a number of complaints have been received regarding potholes in roads in our parish area and these have been reported to MKC
7. **Licensing**

All licensing applications received since the last meeting are available for inspection at the Council's office – none at time of issuing agenda.
8. **Financial Matters**
 - 8.1 - To receive a report on the Council's finances to the end of January 2010 – details of income and expenditure for January – report as attached.
 - 8.2 – To authorise proposed February expenditure – details as attached
 - 8.3 – To consider the proposed appointment and remit letter to internal auditor Ian Hendry for 2009/10 accounts – as attached
 - 8.4 – To consider the report from Clerk/ RFO on the internal control and internal audit process.- as attached
 - 8.5 – F & GP and Office Admin budget papers for 2009/10 – report as attached

9. **Albert Street Toilets** - To receive a report of any issues or concerns
10. **Bletchley Market**
 - 10.1 – To receive a report on the finances of Bletchley Market to the end of January 2010, details of income and expenditure for January – report as attached
 - 10.2 – To receive and note an update report on Bletchley Market from the Town Centre Caretaker – as attached

To further consider the points as raised (in bold) on the attached report regarding frequency and nature of the specialist markets

 - 10.3 – To note and consider the proposed dates for the informal market working group with traders.
 - 10.4 – To consider cover for the TC caretaker during sickness/holiday absence especially on market days. It is suggested that a contractor is required to assist in cases of need, especially for Saturday cover.
 - 10.5 – Any other issues regarding Bletchley Market.
11. **Allotments**
 - 11.1 To receive quotes for the Manor Fields Allotment clearance work – details as attached. To further consider the progression of these works with a nominated contractor.
 - 11.2 Any other issues regarding allotments.
12. **Bletchley Landfill Site - Civic Amenity (CA) Site**

To note that a further response is still awaited from WRG and MKC
13. **'A' Boards in Queensway**

To note that a further response is still awaited from MKC
14. **BFSTC proposal to authorise use of Stanier Square from MKC**

To note that a further response is still awaited from MKC
15. **Staffing and Accommodation**
 - 15.1 – To consider opening the Town Council offices on Saturday mornings to the public where councillors can deal with queries and offer surgeries to local residents.
 - 15.2 – Future Jobs Fund

To note that back ground, information work continues with this project and full details will be provided to the committee once available.
16. **Health and Safety**

Following the annual review of risk assessments and procedures, a number of actions and queries have been identified by the health and safety advisor and details are as attached. To authorise the Clerk to deal with these issues and remedy where necessary.
17. **Trough outside Bull & Butcher pub**

To receive an update from Robin Bowen-Williams on the relocation of this item
18. **Questions from the Public**
19. **Any Other Business – Notified prior to meeting**
20. **Correspondence**
21. **Confirmation of date and time of next meeting**

Proposed for Tuesday 9th March 2010, 7.30pm at the Town Council offices, 74/76 Queensway, Bletchley