

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 19th January 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 8th December 2009** (as circulated with the Full Council agenda December 2009)
5. **Matters arising from the minutes of the last meeting**
6. **Road / Parking Issues**

6.1 Road Maintenance and Minor Works 2009/2010, Local Transport Plan 27-52 Saffron Street, Water Eaton, Bletchley – Footway Works. To note that a contract for the above was awarded to Streetcare, due to commence Monday 4th January and should last 4 weeks. It will involve the removal of the existing paving and the laying of new materials.

6.2 Ref 850 Temporary Road closure of various roads in Bletchley and Fenny Stratford - 13th March 2010. The closure is to facilitate a St Patrick's day parade.

6.3 Temporary 40 mph Speed Restriction on all grid roads in MK. To note that the current temporary 40mph speed restriction on all grid roads when works are taking place is about to expire and a fresh order from 1/2/10 has been made by MKC.

6.4 Accidents Statistics – Drayton Road

As requested from December Full Council Meeting, statistics have been received from MKC regarding road traffic accidents in Drayton Road. The following information has been received covering 01/10/2004 – 30/09/09.

- (a) Drayton Road and junction with Hunters Drive = 0
- (b) Drayton Road and junction with Barton Road = 1 in 2005 and 1 in 2006.
- (c) Drayton Road and junction with Fern Grove (Doon Way end) = 1 in 2007.
- (d) No other accidents along Drayton Road.

The only remedial works recently carried out has been for the Safer Journeys to school. MKC has no current intention of introducing any further traffic calming as the accidents

statistics do not support the need for any action. To consider any further progression of this matter.

7. Sustainable Transport and Road Safety Forum (STARS)

To note that the next meeting of STARS is 4th February 2010 in the Council Chamber, Civic Offices, MKC. Any agenda items must be notified to MKC by 22/01/10.

8. Licensing

All licensing applications received since the last meeting are available for inspection at the Council's office, summary details as follows:

8.1 The Plough, 95 Manor Road, Bletchley, a licence for this premise was received by MK Licensing Authority, 04/01/2010. Brief details of the application are as follows: Concerns by TVP regarding the following two licensing objectives: the prevention of crime and disorder and the protection of children from harm. A joint agency visit on 19th December 2009 found drugs on the premises and alcohol at a 16th birthday and no adult supervision. Five customers were searched after indications by the drugs dog, one was subsequently arrested for the possession of an offence weapon who had previously been banned by Barwatch. Members are requested to consider a response to this licence review.

8.2 New City Kebabs, trading at Windermere Drive, Bletchley. Renewal of Street trading consent – Monday to Sunday 17.00 to 23.00 (days and times are as per existing licence).

8.3 Bletchley Rugby Club – Licensing Sub Committee Hearing, Members' record of determination regarding Bletchley Rugby Club. Review of Premises Licence – copy as attached.

8.4 Site Reservation Licence – Stanier Square

Stanier Square has been reserved for use by YWAM (Youth with a Mission) for a Prayer Station on 16th Jan 2010, 20th February 2010, 20th March 2010, 17th April 2010, 15th May 2010, 19th June 2010, 17th July 2010, 21st August 2010, 18th September 2010, 16th October 2010, 20th November 2010 and 18th December 2010.

A formal response from MKC regarding the TC managing the licence requirements of Stanier Square is still awaited.

9. Proposals to amend Licensing Act 2003 – To note: DCMS publication re proposals to amend 2003 licensing act. Government propose to simplify three things, the revision of licencing statements, dealing with the death, incapacity or insolvency of the licence holder and the notification of temporary event notices. The link can be found at www.culture.gov.uk/reference_library/consultations/6498.aspx or a copy is available at the TC offices for review.

10. Financial Matters

10.1 - To receive a report on the Council's finances to the end of December 2009 – details of income and expenditure for December – report as attached.

10.2 – To authorise proposed January expenditure – details as attached

10.3 – F & GP and Office Admin budget papers for 2009/10 – report as attached

10.4 – To note that the accounts for year ended 31/3/09 have been concluded and that a conclusion of audit and right to inspect the Annual Return has been issued and displayed.

10.5 - To authorise proposed purchase of new computer for spare room – approx £400. This would allow for greater use and flexibility of this office. The current pc is approximately 6/7 years old and not capable of running all programmes.

10.6 - To authorise St John's Ambulance First Aid at Work course - £303.15 for Sally Ann. The TC should have a female qualified first aider.

10.7 – To consider appointment and remit of internal auditor for 2009/10 accounts.

10.8 - Parish Councillors' Guide – To consider the purchase of the revised 20th edition of the Parish Councillors' Guide at a cost of £12.75 each. Copies should be available for all councillors.

10.9 - Membership to SLCC

To consider the renewal of membership to SLCC at a renewal cost of £151.

11. Albert Street Toilets

To note that all refurbishment works are now complete and there is 1 cubicle in the gent's toilets.

12. Bletchley Market

12.1 – To receive a report on the finances of Bletchley Market to the end of December 2009, details of income and expenditure for December – report as attached

12.2 – To receive a report on Bletchley Market, meeting 07/01/2010 (RBW?).

12.3 – To note that a specification is being prepared regarding the use of a contractor to help with specialist markets. It is anticipated that meetings with interested contractors would be held week commencing 25/01/2010. Dates to be confirmed.

12.4 – 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.

12.5 – Any other issues regarding Bletchley Market.

13. Allotments

13.1 To receive a report from allotment meeting on 12/01/2010

13.2 Any other issues regarding allotments.

14. Bletchley Landfill Site - Civic Amenity (CA) Site

To note correspondence received from Robin Tucker at the Waste Recycling Group, regarding feasibility of a CA site in Bletchley. To date there aren't any plans or funding, however he will raise this request again with their Commercial Department and Senior Management Team and report back.

15. Health and Safety

To note that revised risk assessments have been made for all TC activities and remedial actions will be further reported at the February F & GP meeting.

16. 'A' boards in Queensway

To note that the use of 'A' boards and request for guidelines continues to be progressed. No further updates at present.

17. Property Strategy To note the council's property strategy is under revision and a response is to be considered by 20/01/2010. A draft is attached.

18. Staffing and Accommodation

17.1 – Work Experience

To note that a pupil from St Paul's school will be on a 2 week work experience placement at the Town Council offices from 11.01.10 to 22.01.10

17.2 - To note that Farah Malik's daughter will be on placement at BFSTC for one day on 26/01/2010 as part of her school curriculum to 'Go to work with a parent'

17.3 – to note the appointment of Jane Forder to Regeneration Officer and Sally Ann Cain to administration/receptionist.

19. Membership of the Regeneration Committee

To consider membership to the Regeneration Committee. As agreed at FC meeting Dec 09 there should be 3 representatives from each committee. Tim Haynes (on F & GP) is already a member of the Regeneration Committee and therefore 2 further members are requested from F&GP.

20. Community Action Questionnaire

To consider a response to a questionnaire which forms part of a Buckinghamshire wide response to the Department for business Innovation and Skills Post Office Services consultation exercise. Copy attached.

21. Questions from the Public

22. Any Other Business – Notified prior to meeting

23. Correspondence

Stake Holder News November 2009 Highways Agency Newsletter issue 3

24. Confirmation of date and time of next meeting

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