

Agenda item: FC 92/21

WOUGHTON COMMUNITY COUNCIL

Full Council

Monday 11th October 2021

PURPOSE OF REPORT:

To update the council on delegated decisions and other items of note.

RECOMMENDATION:

- 1. That the committee notes this report**

MAIN ISSUES AND CONSIDERATIONS:

Building upon the report from last month, some additional flood meetings and workshops have taken place; Sue Smith and I did a double act at an event for parishes, focusing on the community response aspect. This, combined with the Flood Plan work, the move towards having a Community Flood Group and other focused work means that we are likely to see some resources heading towards us, in terms of both structural options and equipment that can help fight floods when they appear.

There have been several events that have taken place since the last report, some of which were mentioned at the meeting. The 'Tunnel to Tower' event was a great success (we are expecting a visit from Bucks Fire at some point), Pride was great, with the newly wrapped trailer being an excellent advert (it was coveted by other councils), Apple Day saw many new faces in attendance, which suggested that a different approach to advertising may be of benefit.

We also saw a well-attended meeting with TVP on Beanhill (with XXX views online, as well as a fairly full house at Moorlands) and a Residents Association Forum take place. The move back towards 'in person' meetings continues, but the hybrid sessions (with people both in person and watching / interacting online) seems to work well too.

This has been apparent when undertaking training, for example. Holding a session with officers about 'How local councils work', with a chamber full and participants via a Zoom link, meant that a hybrid 'test' session was held and worked surprisingly well. Whilst the Safeguarding training for councillors was only 'in person', that was also a hugely beneficial and positive session, facilitated by an officer and a member – truly, cross organisational working. There is more training booked for councillors, officers and managers over the coming months.

There was also the first '5th Wednesday' event since last March that took place at the end of September. This is the staff development / team building session that takes place quarterly and this time included sandwiches and chips, followed by mini golf. It

was excellent to see officers from across the diverse services come together, share an afternoon and be absolutely appalling at mini golf (with some notable exceptions).

The Resident Associations of Netherfield and Beanhill worked with MK Arts and others to deliver workshops and events under the 'Home' banner. This involved creation of house 'beanbags' with Netherfield, Beanhill and Eaglestone houses represented, alongside a large inflatable house based

on a terraced house in Barrow in Furness (the artists hometown). Despite some poor weather meaning that the Beanhill event was split in two, over 100 people attended the exhibition at Tin Man Park, with more again at the Community Garden on Netherfield. Congrats to the councillors and RA's involved.

Community Speedwatch is back on the agenda, with Cllr Hepburn looking to get something started – this will be discussed at the next Residents Association Forum to see if there were a group that would like to be involved, where training and equipment can then be provided. Cllr Hepburn will be bringing a group together to work on this, so watch this space.

The food offer has also developed – the new coordinator, Sam, has been in post for just over a month now and we have seen the fridge continue, the larder grow (with a new one now opening at Moorlands too) and the café now opening three days each week (Souper Tuesday, around the larder on Wednesdays and then Thursdays as previously). We are also seeing new (and old) groups getting involved, with Crafty Birds back, a new employment scheme starting, Cats Protection League in attendance and councillors / officers meeting with residents about a wide range of issues.

The work with Mears on offering 'drop in' sessions has also continued. Services Committee will be invited to consider long term support of this provision.

All in all, a pretty positive month. There are concerns about the coming winter, with the energy bills increases, reductions to some key benefit payments and the pandemic still hanging around. We will, if course, do what we are able, supporting our residents and continuing the positive steps taken within the Service Plan that considered these issues.

STAFFING IMPLICATIONS:

None.

OTHER IMPLICATIONS:

None.

BACKGROUND PAPERS:

None.

AUTHOR

Steve McNay
Council Manager

Agenda item: FC 93/21

WOUGHTON COMMUNITY COUNCIL

Full Council

Monday 11th October 2021

PURPOSE OF REPORT:

To update the council on meeting schedules.

RECOMMENDATION:

- 1. That the council notes this report.**
- 2. That council agrees to the new meeting calendar.**

MAIN ISSUES AND CONSIDERATIONS:

At the last council meeting, it was agreed that Full Council would return to Monday evenings, starting slightly later at 6.30pm to enable as wider attendance as possible.

It was also agreed that there would be discussions in other committees about when they would prefer to meet. At time of writing, Services has suggested remaining on a Wednesday and the Council Manager has had no confirmation of any other committees.

As a result, it is recommended that agreement is made at this meeting with regard to anew calendar of meetings. The proposal is:

- Full Council at 6.30pm on Mondays (nearest Monday to existing meetings)
- Services Committee at 6.00pm on Wednesday (stays the same)
- Resources and Finance at 6pm on Tuesdays (stays the same)
- Operations at 6pm on Tuesdays (stays the same – please note that there has not been a meeting of Operations to discuss this)
- Planning at 6pm on Tuesdays (stays the same).

It is agreed that Full Council is a 6.30pm start. Agreement should be reached with regard to whether this is the new default start time for all committees.

STAFFING IMPLICATIONS:

None.

OTHER IMPLICATIONS:

None.

BACKGROUND PAPERS:

None.

AUTHOR

Steve McNay – Council Manager

WOUGHTON COMMUNITY COUNCIL

Full Council

Monday 11th October 2021

PURPOSE OF REPORT:

To update the council on the ALC membership rates for 2022/23.

RECOMMENDATION:

- 1. That the committee notes this report.**
- 2. That the council agrees to continue memberships of the various ALC's for 2022/23.**
- 3. That the council continues the subscription to the LCR magazine but reduces this to one copy.**

MAIN ISSUES AND CONSIDERATIONS:

Local councils who are members of the various Association(s) of Local Councils (including the National Association – NALC), pay a set amount each year to cover the costs of these organisations. This is agreed at the ALC Annual Meetings and, as happens each year, this is then sent to members for information (an invoice will follow).

This payment covers a range of things. From NALC, they say that they provide:

- Campaigning – lobby for the issues that are important to local councils and communicate those views to government and a range of influential organisations, in the private, charity and public sector.
- Legal, accounts and audit advice – Written, telephone and digital advice from NALC's well-experienced solicitors.
- Publications – A quarterly magazine, *LCR*, fortnightly *DIS*, guides on being a good councillor, employer, finance and transparency, neighbourhood planning and a range of toolkits.
- Conferences, events and training – NALC's national events and training sessions are opportunities to bring our diverse membership together to learn about new or topical initiatives and share ideas.
- Publicity – Raise the profile of local councils and the sector beyond a regional level.
- Media – Guidance on how to deal with a media crises, how to deal with reporters and media outlets and writing a media policy.
- Standards, awards and recognition – Opportunities all year round for local councils to take up the chance to celebrate and be recognised for achievements through the Local Council Award Scheme, Council Spotlight and Star Council Awards.

It should be noted that some of these services attract a further charge.

From a local association viewpoint, it is noteworthy that we have two local associations – the Bucks and MK ALC (the one that appears to be recognised nationally) and the MKALC, which only covers

the borough. The Council Manager remains unclear as to why this is – it may be that councillors are able to shed some light.

The Bucks ALC provides a range of information, training, support and have been helpful in terms of provision of support to officers and councillors. The MKALC appears to have a lower profile, no visible web presence and provides fewer direct services – it does provide a more localised approach to collaboration (there are significant difference between MK and the rest of Buckinghamshire).

The cost of membership for BMKALC and NALC for the coming year (2022/23) is detailed below. This is a small increase of less than 1p per elector (equivalent to around £80 per year – total cost, based on around 8000 electors is £1650 per year). This has increased from 19.6p per elector in 2020 and 2021 (where BMKALC covered the increase to avoid upping the rate for councils).

The following is the message from BMKALC with regard to 2022/23.

Dear Clerks, Chairman and Clerks

At the AGM held on Wednesday September 2021, it was resolved that the BMKALC Membership Rates should be increased to 20.3p per elector, please see below for the breakdown of the subscription rate. Note that the rate of 20.3p includes the NALC subscription rate.

BMKALC rate 12.81p per elector

NALC rate 7.49p per elector (this is a rise on the 7.42p rate for 2021-22. Please note that BMKALC absorbed this cost rise last year for all councils and kept the rate to councils at the 2020-21 rate of 7.2p per elector)

Total subscription 20.3p per elector

We have not been informed otherwise, so if your council takes i-3 copies of LCR the rate remains at £17 per copy, 3+ copies taken then the rate is £13 per copy. This is shown as an additional cost on the subscription invoices sent to your council as we collect these monies on behalf of NALC.

There are some significant changes coming within the local ALC's, with long term staff moving on, significant changes that are likely to come from this and possible implications of MKALC becoming a more positive and active association. We have yet to receive clarification from MKALC regarding their fees for the coming year.

It is recommended that WCC continues with memberships for the coming year when a fuller assessment of value can be undertaken.

The LCR magazine is sent to the offices but is also available online as part of our membership (although this may change – it is unclear as to whether this was a Covid adjustment or something more permanent. There does not appear to be a library of previous copies). In the view of the Council Manager, there are some useful articles, but a lot of adverts. The cost of £17 per subscription feels high (£4.25 per copy) and of limited value currently, but can be available to all at council meetings, etc. Currently receiving 3 copies (historic) and recommendations for this to be reduced to one.

STAFFING IMPLICATIONS:

None.

OTHER IMPLICATIONS:

None.

BACKGROUND PAPERS:

None.

AUTHOR

Steve McNay – Council Manager

Agenda item: FC 95/21

WOUGHTON COMMUNITY COUNCIL

Full Council

Monday 11th October 2021

PURPOSE OF REPORT:

To inform the committee of changes to the draft 2022/2023 budget.

RECOMMENDATION:

- 1. That the Committee notes the report.**
- 2. That the Committee reviews this version of the budget.**

MAIN ISSUES AND CONSIDERATIONS:

We have reviewed our draft budget for 2022/23, the budget is wholly similar to the original draft brought to this committee in September.

We have taken into consideration the 1.25% increase in Employers National Insurance contributions which has been published to take affect from next financial year. We have also approved some minor changes into the youth staffing budget to amalgamate some of the smaller hour contracts and consolidate into a twelve (12) hour post, using some of the additional hour's budget they have, and funding nine (9) of those twelve (12) hours.

2022/23 Service plan will most certainly mean this budget changes significantly depending on the assessment of costs associated, so another amended version of this will come to this committee before final ratification in January.

FINANCIAL IMPLICATIONS:

Additional increase of just under £5000 for Employers National Insurance across the organisation, taking our PAYE, NIC budget line from £133,342 to £137,894 for 22/23.

Youth staffing budget allocated £6,864 with £1,716 being deducted from 'additional'/'seasonal' hours contracts, therefore we have increased youth staffing by £5,148 for the year to ensure better level of cover across youth sessions. Alongside a 2% increase this brings the base youth staffing budget (net of all deductions) from £62,428 to £69,429 which is inclusive of 2% increase (as we practise on all salary budget lines to ensure UK living pay rise.)

STAFFING IMPLICATIONS:

None Perceived.

OTHER IMPLICATIONS:

None perceived.

BACKGROUND PAPERS:

None.

AUTHOR

Samone Winsborough

RFO

| Budget planning 2022/23 version 1 - September 2021 | | | | | | | | | |
|--|----------|-------------------|-----------------------|-----------------------|--|--|--|--|--|
| | | | | | | | | | |
| | | 2021/22* | 2022/23 v1 | 2022/23v2 | | | | | |
| EXPENDITURE | | | | | | | | | |
| Affiliations | £ | 5,098.00 | £ 5,100.00 | £ 5,100.00 | | | | | |
| Professional Services | £ | 1,500.00 | £ 3,000.00 | £ 3,000.00 | | | | | |
| Audit Fees | £ | 3,677.00 | £ 3,677.00 | £ 3,677.00 | | | | | |
| Capital Loan Repayment | £ | 26,818.00 | £ 26,818.00 | £ 26,818.00 | | | | | |
| Community Events (previously Carnival) | £ | 5,000.00 | £ 10,000.00 | £ 10,000.00 | increased | | | | |
| Cllr Ward Initiatives Fund | £ | 3,800.00 | £ 3,800.00 | £ 3,800.00 | | | | | |
| Dog & Litter Bin Costs | £ | 10,000.00 | £ 10,000.00 | £ 10,000.00 | | | | | |
| Events & Hospitality | £ | 2,000.00 | £ 2,000.00 | £ 2,000.00 | | | | | |
| Communities and Environment Fund | £ | 7,000.00 | £ 12,000.00 | £ 12,000.00 | increased | | | | |
| Grant Aid - Res Associations | £ | 3,500.00 | £ 3,500.00 | £ 3,500.00 | | | | | |
| Insurance Inc Vans | £ | 6,960.54 | £ 8,250.00 | £ 8,250.00 | additional 10% | | | | |
| Meeting Places (Costs) | £ | 40,000.00 | £ 40,000.00 | £ 40,000.00 | | | | | |
| Member Allowances and Expenses | £ | 15,500.00 | £ 15,500.00 | £ 15,500.00 | | | | | |
| Newsletters, Websites and Communications | £ | 6,000.00 | £ 8,000.00 | £ 8,000.00 | | | | | |
| HQ - Building Costs (regulars) | £ | 12,100.00 | £ 13,310.00 | £ 13,310.00 | additional 10% | | | | |
| Vehicles | £ | 9,630.00 | £ 9,630.00 | £ 9,630.00 | | | | | |
| Branding (also to include uniforms) | £ | 2,000.00 | £ 3,000.00 | £ 3,000.00 | | | | | |
| Stationary and Amenities and services - HQ | £ | 9,900.00 | £ 10,395.00 | £ 10,395.00 | Additional 5% | | | | |
| I.T (previously included broadband and Members IT) | £ | 29,000.00 | £ 31,900.00 | £ 31,900.00 | Additional 10% | | | | |
| Organisational Costs Total | £ | 199,483.54 | £ 219,880.00 | £ 219,880.00 | | | | | |
| Staffing Costs - added 2% across the board + increments | | | | | | | | | |
| Pension costs (20/21 = 22.1%, 21/22 = 23.6%, 22/23 = 25.1%) | £ | 73,781.64 | £ 87,625.07 | £ 87,625.07 | 1.5% increase | | | | |
| Employers NI Costs (PAYE) | £ | 58,318.09 | £ 133,342.07 | £ 137,894.91 | Emp NI Increase of 1.25% from April, plus 2% increase on overall wage bill | | | | |
| HQ Staffing | £ | 121,628.47 | £ 108,046.72 | £ 108,046.72 | 2% increase | | | | |
| Youth Staffing | £ | 76,000.00 | £ 62,428.08 | £ 69,429.36 | 2% increase plus small additional post (@£4500) | | | | |
| Community Staffing (previously incl Advice) | £ | 93,315.72 | £ 82,372.57 | £ 82,372.57 | 2% increase | | | | |
| Landscape and Environment Staffing (Incl Envir) | £ | 183,664.26 | £ 139,104.54 | £ 139,104.54 | 2% increase | | | | |
| Members Staffing | £ | 22,215.31 | £ - | £ - | Gone into HQ staffing | | | | |
| Meeting Places Staffing | £ | 38,646.37 | £ 35,500.08 | £ 35,500.08 | 2% increase | | | | |
| Increments & payrise (3%) | £ | - | £ 19,452.57 | £ 19,799.20 | | | | | |
| Staffing Total | £ | 667,569.86 | £ 667,871.72 | £ 679,772.46 | | | | | |
| Landscape - Building costs | £ | 6,000.00 | £ 6,600.00 | £ 6,600.00 | 10% | | | | |
| Landscape - Services Budget | £ | 18,000.00 | £ 18,000.00 | £ 18,000.00 | | | | | |
| Youth - Building Costs | £ | 5,000.00 | £ 5,500.00 | £ 5,500.00 | 10% | | | | |
| Youth - Services Budget | £ | 10,000.00 | £ 10,000.00 | £ 10,000.00 | | | | | |
| Advice - Services Budget | £ | 500.00 | £ 500.00 | £ 500.00 | | | | | |
| Environment - Services Budget | £ | 500.00 | £ 500.00 | £ 500.00 | | | | | |
| Community Development - Services Budget | £ | 1,000.00 | £ 1,000.00 | £ 1,000.00 | | | | | |
| Service Plan Delivery | £ | 10,000.00 | £ 30,000.00 | £ 30,000.00 | increased | | | | |
| Emerging priorities | £ | 10,000.00 | £ 10,000.00 | £ 10,000.00 | | | | | |
| Training, Development and Conferences | £ | 10,000.00 | £ 10,000.00 | £ 10,000.00 | | | | | |
| Emergency Contingency | £ | - | £ - | £ - | | | | | |
| Services Delivery Total | £ | 71,000.00 | £ 92,100.00 | £ 92,100.00 | | | | | |
| EXPENDITURE TOTAL | £ | 938,053.40 | £ 979,851.72 | £ 991,752.46 | | | | | |
| INCOME | | | | | | | | | |
| Bank and Investment Interest | £ | 50.00 | £ 50.00 | £ 50.00 | | | | | |
| MKC LTRS Grant / Deprivation grant | £ | 169,782.00 | £ 169,782.00 | £ 169,782.00 | Agreement that this will remain for 22/23 | | | | |
| Hire of Meeting Places | £ | 40,000.00 | £ 40,000.00 | £ 40,000.00 | | | | | |
| Landscape Grant (3% RTI increase) | £ | 155,846.21 | £ 160,521.60 | £ 160,521.60 | | | | | |
| Precept | £ | 577,811.77 | £ 618,258.59 | £ 618,258.59 | | | | | |
| Additional Income Generation | £ | 20,000.00 | £ 20,000.00 | £ 20,000.00 | | | | | |
| Income Total | £ | 963,489.98 | £ 1,008,612.19 | £ 1,008,612.19 | | | | | |
| Transfer to / from reserves | | | | | | | | | |
| SURPLUS / DEFICIT | £ | 25,436.58 | £ 28,760.47 | £ 16,859.73 | | | | | |
| Balance carried over from previous year | £ | 444,649.00 | £ 470,085.58 | £ 470,085.58 | | | | | |
| Proposed surplus / deficit | £ | 25,436.58 | £ 28,760.47 | £ 16,859.73 | | | | | |
| End of year carry over | £ | 470,085.58 | £ 498,846.05 | £ 486,945.31 | | | | | |

Agenda item: FC 96/21

WOUGHTON COMMUNITY COUNCIL

Full Council

Monday 11th October 2021

PURPOSE OF REPORT:

To inform the committee of a proposal for the 2022/2023 budget consultation.

RECOMMENDATION:

1. That the Committee notes the report.
2. That the Committee agrees to launch budget consultation/priorities from 10th November 2021 (after Full Council agreement).
3. That the Committee agrees to review the feedback in December's Resources and Finance Committee.
4. That the Committee agrees that the budget consultation/priorities feedback and budget is reported back to Operations committee on 05th January 2022.

MAIN ISSUES AND CONSIDERATIONS:

After version two (2) of the budget for 2022/23 is brought to Resources and Finance in our upcoming November meeting we can agree the budget consultation at the same time. Given this the proposal for rolling out the budget consultation is as follows:

| | | |
|--|-----------------------|------------|
| Draft Budget V2 agreed (2022/23) | Resources and Finance | 02/11/2021 |
| Budget consultation draft agreed | Resources and Finance | 02/11/2021 |
| Budget consultation draft agreed | Full Council | 09/11/2021 |
| Budget consultation published | - | 10/11/2021 |
| Budget consultation first feedback review | Resources and Finance | 01/12/2021 |
| Budget V3 (2022/23) and Budget consultation final review | Operations | 05/01/2022 |
| Final Budget ratified (2022/23) | Full Council | 11/01/2022 |

In terms of engagement, we will aim to get as much reach, and feedback from across the Parish as possible. We must find ways to ensure there is optimum access to the consultation and opportunity to feedback across all the residential estates as possible.

Office engagement

'Postcard' sized documents will be made up to be handed to people who come into the office/come to WCC projects and events with details on where and how to access the budget consultation. We will make this available online, through URL link to our website, whilst also having paper copies available to those who would prefer.

Officers will be informed to encourage people who come in and call into the office to access the consultation.

Trailer engagement

The recommendations are that we utilise the trailer when it is out doing the Mears surgeries should they continue into the winter months, so that we can resource the trailer with copies of the budget consultation and staff it with potentially an officer and a Councillor.

Councillor involvement

I will arrange for the budget consultation to be made into a desktop icon in collaboration with Cloudy IT so councillors can have 'one-click' access to the consultation on their tablets, so if they are doing surgeries or speaking to residents in their capacity of councillor that they can offer to fill out the form on behalf of the residents they are working with.

Residents Associations

Resident associations will also be invited to promote the budget consultation with their estates and encourage responses.

Projects and initiatives

This moves on nicely to initiatives such as the Community fridge and café that Councillors also attend. We will arrange for paper copies of the budget consultation to be made available and be visually accessible for all people who attend. We will also ensure copies are made available at Netherfield community fridge and ask that resource there encourage people filling in these consultations and handing them back.

Online engagement

We will, as always ensure the link to the online form is made available through our website, through promotion on social media (Facebook) and ensure the link is on the postcard document we will hand out to people. All council meetings will include the link on the last screen to the budget consultation throughout November and December.

FINANCIAL IMPLICATIONS:

None Perceived.

STAFFING IMPLICATIONS:

RFO time.

OTHER IMPLICATIONS:

None perceived.

BACKGROUND PAPERS:

None.

AUTHOR

Samone Winsborough

RFO

Agenda item: FC 98/21

WOUGHTON COMMUNITY COUNCIL

Full Council

Monday 11th October 2021

PURPOSE OF REPORT:

To propose taking a lease on land on Rochfords for delivery of a landscape and environment depot.

RECOMMENDATION:

- 1. That the council notes this report.**
- 2. That the council agrees to a lease of not less than 10 years (with suitable break clauses).**
- 3. That the council agrees to development of that site to deliver landscape and environmental approaches, with a further paper to come via Services Committee detailing delivery and via Resources and Finance detailing costings.**
- 4. That the council agrees to the Council Manager, Landscape Manager and Responsible Finance Officer progressing this proposal, within agreed limits (standing orders and financial regulations – ‘Delegated Powers’) in the immediate term to progress as swiftly as possible.**

MAIN ISSUES AND CONSIDERATIONS:

Following the transfer of land for the community growing space, it has become apparent that this land cannot support the delivery of the landscape team, with the equipment and storage needs that they have. This includes issues of traversing over public footpaths, the inability to get deliveries anywhere close (due to lack of suitable roadway) and the land being waterlogged, leading to ‘sinking’ of any large structures. This has led to a rethink of provision.

There is a former depot site on Rochfords which was identified as a possible alternative. This has hardstanding, access to services (electric, water, etc.) and has vehicular access already in place. It is currently a wasteland, with litter, fly tipping and being used as a latrine for drivers.

In addition to the Landscape needs, room for the tool library and storage of any flood fighting equipment is also a priority. The latter issue has led to discussions within MKC which have sped the process up – the Council Manager has already received a red line drawing a proposed ‘Heads of Terms’ (a contract, in effect), suggesting a contract to run alongside the landscape contract (to 2033) with a break clause in place at 5 years and then 9 months notice either way, in the event that any renewal or estate regeneration takes place and needs that land.

In the short term, it is recommended that Council agrees to progress this lease, with the process being managed by the Council Manager and RFO, bringing any final

agreement back to council for final ratification. In addition, a full breakdown of provision, services, costs and budgets will be provided to the Services Committee (for provision) and Resources and Finance Committee (budgets and costings) for agreement, prior to final sign off.

STAFFING IMPLICATIONS:

This provision will enable Landscape officers to have suitable space for breaks, storage and 'comfort', meaning that WCC supports the wellbeing of this team. It will also enable suitable space for the more dirty elements of the environment team, in a suitable setting.

OTHER IMPLICATIONS:

This proposal will provide much needed additional space, especially following the recent break ins at the unit on Fishermead, and enable us to provide a secure, safe and suitable environment for our landscape and environment teams. The provision will also offer suitable space for the storage and charging of EVIE.

BACKGROUND PAPERS:

Initial Heads of Terms
Red Line Plan drawing

AUTHOR

Steve McNay – Council Manager

Subject to Contract and Council Approval



**HEADS OF TERMS
PROPOSED LEASE**

| | |
|---|---|
| Premises: | Land adjacent 23 Rochfords, Coffee Hall, Milton Keynes |
| Landlord: | Milton Keynes Council Civic Offices Saxon Gate East Milton Keynes MK9 3EJ |
| Tenant: | Woughton Community Council Woughton Community Council Hub Local Centre Garraways Coffee Hall Milton Keynes MK6 5EG |
| Rent: | £1 (if demanded) |
| Rent Deposit | n/a |
| Guarantor/Surety: | n/a |
| Term: | To expire 31 st March 2033 (full repairing lease) |
| Break Options: | 1 st April 2027 and anytime thereafter with 9 months prior written notice by either party |
| Security of Tenure: | No |
| Rent Reviews: | n/a |
| Sub-letting and assignment: | Not permitted |
| Service charge: | n/a |
| Statutory Compliance to be provided by MKC on a [new letting]/[outgoing tenant on assignment] delete where appropriate: Electrical fixed wire testing Asbestos EPC Water /Legionella testing certificate Gas Safety Certificate Fire Risk Assessment | Land so no compliance matters to attend to at time of letting. Any future compliance requirements because of the Tenants use of the land will be their responsibility to undertake. |
| Repairs & Decoration: | All repairs and maintenance of the land to be the responsibility of the Tenant. |

| | |
|---|---|
| Alterations: | Tenant permitted to install security fencing to the permitter of the site subject to Landlord's approval and planning permission (if required) |
| Permitted Use: | Land for storage along with the ability to install containers/portacabins for secure storage. |
| Insurance: | Tenant to obtain own insurance for contents and public liability. Landlord to insure land only. |
| Rates/Utilities/other outgoings: | Tenant to pay all liabilities and outgoings in relation to the land. |
| Other terms: | <p>Tenant to obtain all necessary planning permissions/consents associated with the installation of perimeter security fencing, installation of any CCTV equipment and all temporary storage buildings.</p> <p>Tenant to clear site before installation of fencing and or storage buildings erected on site.</p> <p>Tenant to ensure that the site is always tidy and secure.</p> <p>Tenant to remove all buildings, structures and permitter fencing at lease end or earlier determination and leave the site clear.</p> |
| Rights reserved: | n/a |
| Rights granted: | n/a |
| Costs: | <p>Tenant to pay both parties legal and surveying fees associated with this transaction.</p> <p>Landlords' fees - £1,500 (legal - £1,000 surveying - £500)</p> |
| Conditions: | |
| Landlord's Solicitors: | <p>MKC Legal Services Civic, Saxon Gate East, Central Milton Keynes, MK9 3EJ legalproperty@milton-keynes.gov.uk</p> |
| Tenant's Solicitors: | TBC |
| Tenants Acceptance: | |



land adjacent 23 Rochfords, Coffee Hall

N Scale: 1:1000

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