Flitwick Town Council

PUBLIC NOTICE OF MEETING AND SUMMONS TO THE MEMBERS OF THE BUSINESS SERVICES COMMITTEE TO ATTEND

The 103rd Meeting of The Business Services Committee will be held on
Thursday 13th February 2020 at the Rufus Centre at 7.45pm

This meeting is recorded.

Signed …………………………………………
Acting Town Clerk

Open Forum to receive oral and written comments from the public relating specifically to an agenda item
This is a period of time designated for public participation and shall not exceed a maximum of 15 minutes, unless under special circumstances and at the discretion of the Chairman. Each member of the public is entitled to speak once in respect of business itemised on the agenda and shall not speak for more than three minutes.

AGENDA

1. **To note any Declarations of Interest relating to items on the agenda**
   Members are asked to declare any interest, and the nature of that interest, which they may have relating to any of the items under consideration at this meeting. Local Authorities (Model Code of Conduct) Order 2007

2. **To Accept Apologies for Absence**
   Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Under Section 85 (1) of the Local Government Act 1972, Members present must decide whether the reason(s) for a Member's absence are acceptable.

3. **Chairman's Announcements**

4. **Action Log/Town Clerks Report**

5. **Rufus Report – Part 1**

6.   **Questions**

Confidential section

In accordance with Section 1 of the Public Bodies (Admission to meetings Act 1960) the public and press are to be excluded for items 7, 8, 9, 10 and 11 in view of the confidential nature of the information to be discussed relating to financial and contractual negotiation and questions. This section is not recorded.

7.   **Rufus Report – Part 2**

8.   **To consider proposal to renew HR & Health & Safety contract**

9.   **To note the Rufus income for January**

10.   **To agree the accounts for January**

11.   **To note Earmarked Reserves**

12.   **Questions**