

7th June 2019

TO: All Members of the Business Services Committee

The 95th Meeting of the Business Services Committee will be held on
Thursday 13th June 2019 at **7.45pm** at the Rufus Centre

Signed
Assistant 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. **Election of Vice Chairman**
5. **Town Clerk's Report**
6. **Rufus Report – Part 1**
7. **To note the new guidelines received from NALC re: websites and ensuring accessibility to everyone.**
8. **To receive and agree the Final Internal Audit Report for 2018/19**

9. **To receive and agree the accounts for 2018/19**

10. **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 11, 12 and 13 in view of the confidential nature of the information to be discussed relating to financial and contractual negotiation and questions.

11. **Rufus Report – Part 2**

12. **To note the income from April and May**

13. **To agree the accounts for April and May**

14. **Questions**