

Flitwick Town Council

Minutes of the 89th Meeting of the Business Services Committee held on
Thursday 13th December 2018 at the Rufus Centre

Present: Cllr I Blazeby (Chairman)
Cllrs A Lutley P Thompson J Roberts D Toinko
M A Williams

In attendance: Acting Town Clerk RFO & HR Officer

Apologies Received: Cllr G Mackey

No Apologies Received: Cllr A Larkins

Open Forum There were no items

967 To note any Declarations of Interest relating to items on the agenda

Cllrs A Lutley, J Roberts and D Toinko each Declared an Interest to three different grant applications under item 6 of the agenda. All three Members signed the Declaration of Interest Book and took no part in the relevant grant discussions.

968 Chairman's Announcements

The Chairman wished Members a happy Christmas.

969 Town Clerk's Report

- (i) The Acting Town Clerk advised that Cllr Badham – a Member of this Committee - was not present as he had resigned earlier that week. It had been passed to CBC and would officially be noted at the January Council meeting.
- (ii) Members were also given an update on the success of the Flitwick Business Group relaunch. The Chairman asked what the Council's commitment was going forward. The Acting Town Clerk advised that this remained the same as before, the Council would provide the venue and some admin support via the Communications & Marketing Officer who was the Council's representative on the Core Strategy Group. The next session would be held in February.

970 Rufus Report – Part 1 including Air Conditioning update

- (i) Members had received the monthly update report. Members requested that a monthly chart be shown on the report for the quotes/brochure requests. This would assist Members with trends and comparisons to previous months/years.
- (ii) Members were informed that a second quote for air conditioning in the kitchen had been obtained which was roughly £500 more expensive than the first. As requested the contact at CBC had been approached to cover the cost, she advised that after the next site visit and assessment had been carried out, CBC would consider if the cost should be covered or the enforced rule of keeping windows closed during functions be overturned.
- (iii) The Committee would review once the CBC testing in January had been completed.

971 **Grants 2019/20**

- (i) Members had received a pack containing all the grant applications. They were informed that currently £10,000 was proposed in the budget for next year which was roughly 1.2% of the proposed Precept.
- (ii) Members discussed each application and the amounts to award each organisation along with the amount to be kept as a late grant fund. Out of the 12 applications 11 organisations were awarded grants.

It was **RECOMMENDED** that

- 1. The Grant budget for 2019/20 be set at £10,000 and
- 2. The following organisations receive the following amounts:
 - Flitwick Lower School Association £500,
 - Friends of Kingsmoor Lower School £500,
 - Keech Hospice Care £300,
 - Tibbs Dementia Foundation £300,
 - Flitwick Singers £300,
 - Flitwick Golden Age £300,
 - Flittabus Community Transport £3,892,
 - Flitwick Library £300,
 - NCT Mid Bedfordshire Branch £608,
 - Mid Beds Link-A-Ride £1,500,
 - Flitwick Cricket Club £500,
 - the Late Grant Fund be £1,000.
- (iii) The Chairman reminded Members that PDRT were due to consider bi-annual grants so the community could apply at 2 points in the financial year.

972 **Questions**

There were no questions.

Confidential Section

In accordance with Section 1 of the Public Bodies (Admission to Meetings Act) the public and press to be excluded for items 8, 9, 10, 11 and 12 in view of the confidential nature of the information to be discussed relating to financial and contractual negotiations and questions.

973 **Rufus Report – Part 2**

There was no report.

974 **To note the Rufus income for November**

The Rufus income for November was noted.

975 **To agree the accounts for November**

- (i) The accounts for November were agreed.

- (ii) The Chairman asked if the Vice Chariman of the Community Services Committee Cllr Dann would be asked to attend the Chairman's Precept meeting. The Acting Town Clerk advised he would be asked.

976 **To note the Earmarked Reserves**

- (i) The Acting Town Clerk suggested two proposals to Members in relation to the purchase of another defibrillator and assistance in the refurbishment of the Millennium Park play area.
- (ii) The Chairman was keen for the balance of the EMR in question to be allocated to the Community Services Committee to spend on projects they deemed appropriate. All Members were in favour of this.

It was **RECOMMENDED** that the Community Services Committee be made aware of the funds available in EMRs to be spent by the Committee on projects, taking into consideration the cost of another defibrillator and the balance of the Millenium play area upgrade.

- (iii) Members discussed the allocation of EMRs and the need to have so many. A proposal to merge some of the unspent EMRs into the Rolling Capital Fund would be brought to the last meeting of the financial year in March.

977 **To consider the proposed Committee Budget for 2019/20**

- (i) Members had received the proposed budget for the Committee for 2019/20.
- (ii) Members agreed the proposed budget.

It was **RECOMMENDED** that the proposed budget of £130,951 be agreed.

- (iii) Members requested to see the content on screen for the new Rufus Centre website in January's meeting before it was re-launched.

978 **Questions**

There were no questions.

The meeting closed at 9.05pm

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Chairman