

Flitwick Town Council

Minutes of the 92nd Meeting of the Business Services Committee held on
Thursday 14th March 2019 at the Rufus Centre

Present: Cllr I Blazeby (Chairman)
Cllrs A Lutley P Thompson D Toinko

In attendance: Interim Town Clerk and Events Coordinator

Open Forum

There were no items.

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

There were no Declarations of Interest.

999 Apologies for Absence

Cllrs M A Williams, Cllr G Mackey and J Roberts.

1000 Chairman's Announcements

There were no Chairman's announcements.

1001 Town Clerk's Report

There was no Town Clerk's report.

1002 Rufus Report – Part 1

Members had received the monthly update report. Cllr Blazeby noted that over a 100 more requests have been asked for in January and 70 in February this year compared with last year and asked if an additional line could be added to the report to show how many requests resulted in actual events for 2017/18 and 2018/19. Cllr Lutley asked how many weddings took place as a result of having the Wedding Fair last March, so that a comparison could be made after this years Fair. The Events Coordinator advised that weddings are down this year but that bookings are already been made for 2020. Cllr Blazeby requested that the detailed quotes and show rounds are also shown by the month.

Action: Events Coordinator

1003 Late Grant Application 2019/20

A late application from Citizens Advice Mid Bedfordshire for funding for their Outreach project had been received. In 2018 the service saw 247 clients from Flitwick of which 9 were seen by the Outreach service.

After reviewing the application, it was **recommended** with no objections that they were all in favour of providing £250 from the 2018/19 budget and £250 from the 2019/18 budget.

Action: RFO

1004 Questions

Cllr Blazeby asked if the tenants pack and the survey had been distributed and the Events Coordinator confirmed that they had. He also requested an update on the Rufus website.

Action: Events Coordinator

Confidential Section

In accordance with Section 1 of the Public Bodies (Admission to Meetings Act) the public and press to be excluded for items 7, 8, 9 and 10 in view of the confidential nature of the information to be discussed relating to financial and contractual negotiations and questions.

1005 **Rufus Report – Part 2**

a) **Rufus Maintenance Report**

It was advised that the Site Agent and Bookings Officer were still working on this and will bring it to the April meeting.

b) **Functions Comparison Report update**

The report was noted and Members discussed a variety of aspects of the functions business.

c) **Request to become a tenant**

Members discussed the request received.

It was **recommended** with no objections that as a commercial letting agent the room should be offered to the potential tenant who had been on the waiting list, all were in favour.
Action: Events Coordinator

1006 **To note the Rufus income for February**

The Rufus income for February was noted.

1007 **To agree the accounts for February**

The accounts for February were agreed and it was noted that Corporate Services would go back to green once monies had been received for the solar panels. Cllr Lutley asked how many audits were required as stage 1 was mentioned in item 4506 422 and Cllr Blazeby asked when they would be completed.
Action: RFO

1008 **To note the Earmarked Reserves and discuss proposals**

The Earmarked Reserves and proposals were discussed. A number of the reserve titles needed to be re-evaluated and Cllr Blazeby would arrange a meeting with the RFO to discuss.
Action: Cllr Blazeby

1009 **Questions**

There were no questions

Meeting closed at 8.29pm.

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Chairman