

Flitwick Town Council

Minutes of the 97th Meeting of the Business Services Committee held on
Thursday 15th August 2019 at the Rufus Centre

Present: Cllr M Williams (Chairman)
Cllrs M Halligan A Lutley A Snape

In attendance: RFO & HR Officer

Apologies Received: Cllrs I Blazeby R Coleman G Mackey J Roberts
P Thompson

No Apologies Received: None

Open Forum

There were no items.

1053 **To note any Declarations of Interest relating to items on the agenda**
There were no Declarations of Interest.

1054 **Apologies received were Accepted**

1055 **Chairman's Announcements**
There was no Chairmans Announcement.

1056 **Town Clerk's Report**
Members noted the report.

1057 **Rufus Report – Part 1**
Members noted the report.

1058 **To agree proposed amendment to Financial Regulations**
Members received page 15 of the current Financial Regulations with the proposed addition of point 11.3 b) The Rufus Centre Manager for orders up to £5,000 within the Business Services Budget. Members were informed the Rufus Manger would like to discuss powers and boundaries for his role at the next meeting.

It was **RECOMMENDED** that the proposed amendment on page 15 to allow the Rufus Manager to sign orders up to the value of £5,000 within the Business Services budget be agreed. All Members were in favour.

1059 **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 and 10 in view of the confidential nature of the information to be discussed relating to financial and contractual negotiations and questions.

1060 **Rufus Report – Part 2**

- (i) Members discussed and noted the report.
- (ii) The proposal to purchase hand dryers rather than lease was discussed. Members agreed in principal but wanted additional information before being actioned. Members also wished to see the overall toilet refurbishment plan.

Action: Rufus Centre Manager

- (iii) Cllr Snape asked that the Rufus Manager update Members of the committee via email, the current situation regarding noise management.

Action: Rufus Centre Manager

- (iv) The report highlighted the need to replace the Reception carpet as a matter of urgency due to health and safety risks.

It was **RECOMMENDED** that the replacement of the Reception carpet be actioned by the Rufus Manager. All options of carpet be considered taking ongoing maintenance and acoustic considerations into account.

1061 **To note the Rufus income from July**

The Rufus income for July was noted.

1062 **To agree the accounts for July**

The accounts for July were agreed.

1063 **Questions**

There were no questions.

Meeting closed at 8.38pm.

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Chairman