



FLITWICK TOWN COUNCIL

Ref: Agenda/Business-12/11/2020- 110

6th November 2020

Dear Sir/Madam

Members are hereby summoned to the **Business Services Committee meeting** that will take place on **Thursday 12th November 2020 via Virtual access**, commencing at **7.45 p.m.** in order to transact the under mentioned items of business. Yours faithfully

Rob McGregor

Rob McGregor
Town Clerk

Committee Members: Councillors Snape, Badham, Blazeby, Thompson, Dodds, Lutley, Roberts and Williams

Distribution: All Town Councillors
Notice Boards
Website

Chairman will advise all that this meeting is being recorded.

1. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. DECLARATIONS OF INTEREST

To receive Statutory Declarations of Interests from Members in relation to:

- (a)** Disclosable Pecuniary interests in any agenda item.
- (b)** Non-Pecuniary interests in any agenda item.

3. CHAIRMAN'S ANNOUNCEMENTS

To receive announcements from the Chairman.

4. PUBLIC OPEN SESSION

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, pertaining to matters listed on the Agenda.

Register in advance for this meeting:

<https://us02web.zoom.us/meeting/register/tZlscuuvqD0sHtUMr8wPfsezi0p0pQ0sXnul>

Each Speaker will give their name to the Chairman, prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed **(one) three-minute slot**.

5. MEMBERS QUESTIONS

To receive questions from members.

6. MINUTES

- a. For Members to receive and adopt the Minutes of the Business Services Committee held on 15th October 2020

7. MATTERS ARISING

- a. Minutes of the Business Services Committee 15th October 2020.

8. ITEMS FOR CONSIDERATION

a. Financial Regulations

Members are asked to consider the amended Financial Regulations document circulated.

9. ITEMS FOR INFORMATION

a. Health & Safety Update

Members are asked to note the Rufus Centre Manager's Report circulated.

b. Projects Update

Members are asked to note the Rufus Centre Manager's Report circulated.

c. EV Charging Points

Members are asked to note the Rufus Centre Manager's Report circulated.

d. Toilets on First Floor (Davis Suite)

Members are asked to note the Rufus Centre Manager's Report circulated.

e. Hub Insurance Policy

Members are asked to note the Rufus Centre Manager's Report circulated.

10. PUBLIC OPEN SESSION

To adjourn for a period of up to 15 minutes to allow members of the public to put questions or to address the Council, through the Chairman, in respect of any other business of the Town Council.

Each Speaker will give their name to the Chairman prior to speaking, which will be recorded in the minutes, unless that person requests otherwise. Each Speaker will be allowed **(one) three-minute slot**.

11. **EXEMPT ITEMS**

The following resolution will be **moved** that is advisable in the public interest that the public and press are excluded whilst the following exempt item issue is discussed.

a) **COVID Update**

Members are to consider the information provided in the circulated report from the Rufus Centre Manager.

b) **Tenants Payment Plans**

Members are to consider the information provided in the circulated report.

c) **Rendezvous Café & Bar**

Members to receive an oral report from the Rufus Centre Manager.

d) **Rufus Centre Income**

Members are asked to note the Rufus Centre income for October.

e) **Budget**

Members are asked to note the Business Services Budget.

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Council **resolve** to exclude the public and press by reason of the confidential nature of the business about to be transacted.