



MINUTES OF THE BUSINESS SERVICES MEETING
HELD ON 12TH NOVEMBER 2020
AT 7.45PM VIA VIRTUAL ACCESS

Present:

Cllr A Snape
Cllr I Blazeby
Cllr P Dodds
Cllr A Lutley
Cllr J Roberts
Cllr Dann
Cllr Badham

Jon Barkat – Rufus Centre Manager
Sally Auken-Phillips – Receptionist
Members of the public - 1

1205. APOLOGIES FOR ABSENCE

Apologies were received and accepted for Rob McGregor – Town Clerk.

Apologies were received and accepted for Councillor Williams – IT connection issues.

1206. DECLARATIONS OF INTEREST

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

- (a) Disclosable Pecuniary interests in any agenda item – None.
- (b) Non-Pecuniary interests in any agenda item – None.

1207. CHAIRMAN'S ANNOUNCEMENTS

The Chairman congratulated the Rufus Manager and his team for a record month on Rendezvous Café takings and extended his thanks to the committee for their support.

1208. PUBLIC OPEN SESSION

A resident asked about the revenue lost due to the COVID restrictions during the year to date and wanted to know if there were plans in place to gain revenue.

The Chairman advised that the situation was being monitored and felt it was too early to comment. Plans were already in place where the Council had diversified commercial activities including opening the café in August, which had exceeded expectations and was continuing to perform well. A number of different initiatives would be run throughout the rest of the year with a view to boosting revenue, but that the impact and unpredictable nature of the COVID situation meant that the commercial element of the Council was not performing as it had done in previous years.

Councillor Blazeby added that the recent refurbishment of the Rufus Centre had made it a more attractive place for both businesses and residents.

1209. MEMBERS QUESTIONS

There were none.

1210. MINUTES

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

Councillor Badham advised that his apologies were given in advance of the meeting.

Members received and approved as a true record, the Minutes of the Business Services Committee held on 15th October 2020.

1211. MATTERS ARISING

- a) Minutes of the Business Services Committee 15th October 2020 – None.

Councillor Lutley questioned whether money had been put aside for Rendezvous Café leaflets and where the contribution came from.

Action: Rufus Manager

1212. ITEMS FOR CONSIDERATION

a. Financial Regulations

It was **Recommended** to adopt the Financial regulations circulated.

1213. ITEMS FOR INFORMATION

a. Health and Safety Updates

Members noted the report circulated by The Rufus Manager.

There were no questions raised.

b. Projects Update

Members noted the project update circulated by The Rufus Manager.

There were no questions raised.

c. EV Charging Points

Members noted the updates circulated by The Rufus Manager.

Members agreed that the EV charging project had been hampered by COVID restrictions and should be deferred until January.

d. **Toilets on First Floor (Davis Suite)**

Members noted the report circulated by the Rufus Manager.

Councillor Dann commented that he had overheard feedback from hirers of the room suggesting the need for toilet facilities. In addition, he raised the question as to whether it was in the tenant contracts to have corridor doors closed.

The Rufus Manager advised that the tenants were not keen on having the corridors open for security reasons.

Councillor Blazeby raised a question for discussion with the tenants about using the upstairs toilets for when future events took place.

Action: Rufus Manager

Councillor Lutley commented that it was a drawback not to have access to upstairs toilets and suggested supervising access if we had special events.

Councillor Dodds raised concern with regards to the fire escape route, however the Rufus Manager advised that this would not be affected.

e. **Hub Insurance Policy**

Members noted the report circulated by the Rufus Manager.

Councillor Dann advised that Café Connect had recently been offered the use of the hub.

1214. **PUBLIC OPEN SESSION**

No questions raised.

1215. **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 noted the report circulated by the Rufus Manager.

b. **Tenants Payment Plan**

Members noted the report circulated.

c. **Rendezvous Café & Bar**

No additional comments made to the report circulated.

d. **Rufus Centre Income**

Members noted the report circulated by the Rufus Manager.

e. **Budget**

The budget was noted.

Meeting closed at 8:35pm.