



DRAFT MINUTES OF THE BUSINESS SERVICES MEETING
HELD ON THE 14TH JANUARY 2021
AT 7.30 VIA VIRTUAL ACCESS

Present:

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

Rob McGregor- Town Clerk
Steph Stanley- Deputy Town Clerk
Jon Barkat- Business & Facilities Manager
Sally Auker-Phillips- Receptionist
Members of the public- 0

1227. APOLOGIES FOR ABSENCE

There were no apologies received.

1228. 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

1229. CHAIRMAN'S ANNOUNCEMENTS

There were none.

1230. PUBLIC OPEN SESSION

There were no members of the public present.

1231. MEMBERS QUESTIONS

No questions.

1232. MINUTES

- a. For Members to receive and adopt the Minutes of the Business Services Committee held on 10th December 2020.

Members received and approved as a true record, the minutes of the Business Services Committee held on the 10th December 2020 via virtual access with one amendment to the title of the document to correct the spelling of 'virtual'.

1233. MATTERS ARISING

- a. No items.

1234. ITEMS FOR CONSIDERATION

The items for consideration were discussed under Exempt.

1235. ITEMS FOR INFORMATION

a. **Business & Facilities Manager's Report**

Members noted the report circulated.

i) Projects Update- Noted.

ii) Members agreed to put the update on the EV Charging points on hold until after the lockdown period.

1236. PUBLIC OPEN SESSION

No members of the public attended.

1237. 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.

11a) Business & Facilities Manager's Report

Members noted the report.

Members **resolved** to accept the proposal circulated by the Business & Facilities Manager to progress with the server upgrade to the Cloud at a cost of £3,975 to be funded from the EMR server fund.

11b) Rufus Centre Income

Members noted the Rufus Centre income for November and December.

11c) Business Services Budget

Members noted the budget.

11d) To recommend to the Town Council the Proposed Budget 2021-2022

Members **recommended** to approve the Town Council Proposed Budget for 2021-22 and noted the proposed increase to the precept at 0%

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.

Rufus Projects – Update

We are currently still waiting for the replacement of the sliding glass window. The window is bespoke and has a 6 week lead time

Work to complete the remaining toilets (Ruxox 1st floor) is underway – Work is planned to be completed by 12th Feb 2021 .