



## FLITWICK TOWN COUNCIL

Ref: Agenda/Business-10/06/2021- 117

3<sup>rd</sup> June 2021

Dear Sir/Madam

Members are hereby summoned to the **Business Services Committee meeting** that will take place on **Thursday 10<sup>th</sup> June 2021 via Virtual access**, commencing at **7.30 p.m.** in order to transact the under mentioned items of business. Yours faithfully

*Rob McGregor*

Rob McGregor  
Town Clerk

Committee Members: Councillors Snape, Blazeby, Mackey, Lutley, Gleave, Badham, Williams, Earles

Distribution: All Town Councillors  
Notice Boards  
Website

Chairman to read out the following statement:

*I would like to inform everyone present that this meeting is being filmed and that by joining this meeting you are consenting to being filmed. Can I also remind Councillors and members of the public not to disclose any personal information regarding an individual as this might infringe the rights of this individual and breach data protection rules. Can I also remind you when not speaking to mute your microphone.*

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.

Please register in advance for this Team meeting:

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ZmQ2NTA5NTEtOTQxZS00NGMwLWI2M2QtZTQzYmY5ZGMwOWM4%40thread.v2/0?context=%7b%22Tid%22%3a%2240e995ae-789a-4e33-95b3-c51501ea6c4a%22%2c%22Oid%22%3a%22e2eaabf6-b09a-4cdf-9d0b-94d5a03c6226%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZmQ2NTA5NTEtOTQxZS00NGMwLWI2M2QtZTQzYmY5ZGMwOWM4%40thread.v2/0?context=%7b%22Tid%22%3a%2240e995ae-789a-4e33-95b3-c51501ea6c4a%22%2c%22Oid%22%3a%22e2eaabf6-b09a-4cdf-9d0b-94d5a03c6226%22%7d)

After registering, you will receive a confirmation email containing information about joining the meeting.

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. INVITED SPEAKER**

**6. MEMBERS QUESTIONS**

To receive questions from members.

**7. MINUTES**

- a. For Members to receive and adopt the Minutes of the Business Services Committee held on 15<sup>th</sup> April 2021.

**8. MATTERS ARISING**

- a. Minutes of the Business Services Committee 15<sup>th</sup> April 2021.

**9. ITEMS FOR CONSIDERATION**

**a. Finance**

Members are asked to recommend approval of the below documents for Council ratification:

- a) To receive and agree the Financial Statements for 2020/21
- b) To receive and agree the Governance Statement 2020/21
- c) To receive and agree the Annual Return 2020/21

All documents are contained in the supporting papers (to follow).

**10. ITEMS FOR INFORMATION**

There are no items for information.

**11. 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**.

**12. 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.

12a Financial Reports – for information

12b Occupancy Stats – for information

12c Business & Facilities Manager Report – for information

12d Investment Strategy – for consideration

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.