



FLITWICK TOWN COUNCIL

Ref: Agenda/Corporate-24/08/2021- 60

19th August 2021

Dear Sir/Madam

Members are hereby summoned to the **Corporate Services Committee meeting** that will take place on **Tuesday 24th August 2021 at The Rufus Centre**, commencing at **7.30 p.m.** in order to transact the under mentioned items of business. Yours faithfully

Rob McGregor

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Town Clerk

Committee Members: Councillors Blazeby, Roberts, Thompson, Toinko, Shaw, Hodges

Distribution: All Town Councillors
Notice Boards
Website

Statement for Virtual Meetings

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.

Click the link below to join this Teams meeting:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MmQxN2MyZTgtZmY3Yi00MzA5LWFhMTUtM2l5ZDk3MDkwODEw%40thread.v2/0?context=%7b%22Tid%22%3a%2240e995ae-789a-4e33-95b3-c51501ea6c4a%22%2c%22Oid%22%3a%221a1e83d2-fc3d-46f4-92bc-b4407aca52d1%22%7d

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 Corporate Services meeting held 27th July 2021.

8. **MATTERS ARISING**

- a. Minutes of the Corporate Services Committee Meeting 27th July 2021.

9. **ITEMS FOR CONSIDERATION**

a. **Delivery Plan**

Members are asked to consider the draft Delivery Plan actions circulated for Corporate Services.

b. **Comms & Marketing & Forward Promotional/Social Plan**

Members are asked to consider the below document circulated:

Revised Comms & Marketing Plan including the Forward Promotional/Social Plan

10. **ITEMS FOR INFORMATION**

a. **Business Advertising Draw**

Members are asked to note the update circulated.

b. **Flitwick Papers**

Members are asked to note the summary on planned content for the next printed version of Flitwick Papers.

c. **Social Media & Website Statistics**

Members are asked to note the social media and website statistics circulated including demographics and trend data.

d. **Notice Boards**

Members are asked to note the update presented in the circulated report.

e. **Budget**

Members are asked to note the Corporate Services Budget for circulated.

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) Car Park Licence Agreement– For information.

12b) Leases Update– 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.