



FLITWICK TOWN COUNCIL

Ref: Agenda/Business-10/02/2022- 205

4th February 2022

Dear Sir/Madam

Members are hereby summoned to the **Business Services Committee meeting** that will take place on **Thursday 10th February 2022 at The Rufus Centre**, commencing at **7.45 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 Snape, Blazeby, Mackey, Lutley, Gleave, Badham, 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.

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NWQ4Y2E4N2EtM2RjMi00YWFjLWJhNTQtZDAyYzBjMmJhNDhm%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

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 13th January 2022.

8. **MATTERS ARISING**

- a. Minutes of the Business Services Committee 13th January 2022.

9. **ITEMS FOR CONSIDERATION**

a. **Test & Learn**

Members are asked to consider formally authorising Officers the ability to trial ideas under a Test & Learn approach. A couple of potential ideas have been circulated as per discussions at SMT.

b. **Rural Match Funding – Integrated Programme 2022-23**

Members will have received correspondence and information on the application process for the Highways Improvement Scheme 2022. Members are asked to consider any schemes they may wish to put forward. Any proposed schemes will have to be match funded with a 50% contribution from the Town Council.

This item was discussed at Council on 18th January, and it was agreed after discussion, that each Committee should discuss this opportunity in line with their priorities as the deadline was not until 8th April.

c. **Friday Nights @ Rendezvous**

Members are asked to consider the survey results and discuss the options included in the supporting papers.

10. **ITEMS FOR INFORMATION**

a. **Marketing & Communications Plan 2021-22**

Members are asked to note the status of actions for the Marketing & Communications Plan.

b. **Marketing & Communications Forward Plan**

Members are asked to note the Marketing & Communications Forward Plan circulated.

c. **EV Charging Points - Update**

Members are asked to note the update from the CBC Officer in relation to the applications for EV charging points situated at the Rufus Centre and the Village Hall.

d. **Delivery Plan**

Members are asked to note the circulated Delivery Plan and Committee Priorities.

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) Officers Update – for information

12b) Financial Reports – for information

12c) Occupancy Stats and Forecasts – for information

12d) Finance Report on Christmas Offers – for information

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.