



FLITWICK TOWN COUNCIL

Ref: Agenda/Business- 11/10/2022- 212

6th October 2022

Dear Sir/Madam

Members are hereby summoned to the **Business Improvement and Development Board meeting** that will take place on **Tuesday 11th October 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.

Click the link below to join this Teams meeting:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MGZIMTJmYzQtMzlmYy00NGQyLThiMmQtMzM5YjJiMxYzA4%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 12th July 2022.

8. **MATTERS ARISING**

- a. Minutes of the Business Services Committee 12th July 2022.

9. **ITEMS FOR CONSIDERATION**

a. **Young Carers Event**

Members are asked to consider a proposal from the Town Mayor on how Council may be able to assist with the Young Carers Christmas party.

b. **CIT Contract and WatchGuard Network Security**

Members are asked to consider the replacement of the current Watch Guard T35 security system as it will no longer be supported with updates. The proposal from the IT company is to replace with the T40 Network Security Appliance. (quotation attached).

Having reviewed the contract officers feel that the only applicable charge on this upgrade is the monthly cost and no set up charge should be applicable.

c. **Pay It Forward Scheme**

At the Town Council meeting on 27th September 2022, it was Resolved to request that the Business Improvement and Development Board works with the Community Services Manager to investigate the viability of a Pay It Forward scheme for the Rendezvous Café.

Members are asked to consider this request.

10. ITEMS FOR INFORMATION

a. Communications & Marketing Monthly Forward Promotional Plan

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

b. Delivery Plan

Members are asked to note the circulated Delivery Plan.

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) Staff – for consideration.

12b) Business continuity and 5G.

12c) Officers update – for information.

12d) Financial reports – for information.

12e) Occupancy Stats and forecasts.

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.