



FLITWICK TOWN COUNCIL

Ref: Agenda/Business I & D B- 25/07/2023 - 216

20th July 2023

Dear Sir/Madam

Members are hereby summoned to the **Business Improvement & Development Board meeting** that will take place on **Tuesday 25th July 2023 at The Rufus Centre**, commencing at **7.45 p.m.** in order to transact the under mentioned items of business.

Yours faithfully

S. Stanley

Stephanie Stanley

Town Clerk

Committee Members: Cllrs Blazeby, Shaw, Snape, Hodges, Roberts, Harald.

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_NmUyOGQwMmYtMDQyNC00NjhmLWJjODUtM2EwMzQ5M2I1MTdl%40thread.v2/0?context=%7b%22Tid%22%3a%2240e995ae-789a-4e33-95b3-c51501ea6c4a%22%2c%22Oid%22%3a%2276972dd5-3740-4336-a780-4d5f35c58269%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**

No invited speaker.

6. **MEMBERS QUESTIONS**

To receive questions from members.

7. **MINUTES**

For Members to receive and adopt the Minutes of the Business I&DB Committee held on 13th June 2023.

8. **MATTERS ARISING**

Minutes of the Business I&DB Committee 13th June 2023.

9. **ITEMS FOR CONSIDERATION**

a. **Fireworks Event**

Members to receive a report from the Business & Facilities Manegr and consider recommendations within the report.

b. **Digital Signage**

Members to receive a report from the Business & Facilities Manegr and consider recommendations within the report.

c. **Lockyer Suite Flooring**

Due to the nature of the usage of the Lockyer Suite and the heavy traffic the floor is periodically required to be sanded and sealed. It has been a number of years since this was completed.

Two quotations have been sought to have these works carried out;

Quotation 1 - £4800.00 + VAT
Quotation 2 - £4800.00 (Not VAT registered)

Officer recommendation: to proceed with quotation 2 to be funded via the Rolling Capital Fund.

10. ITEMS FOR INFORMATION

No items.

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) Finance Reports

12b) Officer Update

12c) Occupancy Figures

12d) Events Profit/Loss

12e) 3 Station Road

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.