



FLITWICK TOWN COUNCIL

Ref: Agenda/Business I & D B- 09/09/2025 - 226

4th September 2025

Dear Sir/Madam

Members are hereby summoned to the **Business Improvement & Development Board meeting** that will take place on **Tuesday 9th September 2025 at The Rufus Centre**, commencing at **7.45 p.m.** in order to transact the under mentioned items of business.

Yours faithfully

S.Lockey

Stacie Lockey
Town Clerk

Committee Members: Cllrs Snape, Blazeby, Parsons, Hodges, Patterson, Thompson.

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_M2Y1NDc2YWMtYTEyYy00ZTU1LWI1N2YtOTljYmEwMzJkMTlw%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**

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 **Tuesday 11th February 2025**.

8. **MATTERS ARISING**

Minutes of the Business I&DB Committee **Tuesday 11th February 2025**.

9. **ITEMS FOR CONSIDERATION**

a. **Election of Vice-Chairman**

Members are asked to elect a vice-chairman.

b. **Annual Residents' Survey**

Members are asked to consider the feedback from the Annual Residents' Survey

c. **Room 21 Refurbishment**

Members are asked to consider the following expenditure from the ops reserves for refurbishing tenant office space in line with other refurbished offices.

Room 21 - carpet, suspended ceiling, LED lighting, kitchenette, paintwork & blinds
Quote 1 - £6,444.42
Quote 2 - £10,627.68

d. **RUFUS GUTTERING – PHASED REPLACEMENT**

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

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.

- a) Confidential Report – to note
- b) Rufus Centre Bonus Scheme – for consideration
- c) Finance Reports – to note
- d) Officer Update – to note
- e) Potential Projects – 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.