

Signed: [REDACTED]



Rugeley Town Council

Minutes of Full Council Meeting held at the Rugeley Town Council offices
7.30pm Wednesday 5th April 2023.

PRESENT:

Councillors:

P Ansell	M Davey
B Dipple	D Gaye
G Grant	C Green
I Gunner	I Hodgson
R Hughes	O Lyons
C Martin	N Stanley (Chair)
G Turner	K Tait-Green

Also Present:

H Goodreid (Town Clerk)
A Mantle (Administrative Officer)
5 members of the public

Min No	Item	Action
1 1.1	Apologies Apologies were received from Cllrs Cooney, Panter-Hood and Pyke.	
2 2.1	Declaration of Personal & Prejudicial interest None	
3 3.1	To receive requests for any dispensation None	
4 4.1	Chair to close meeting for public session 3 members of public addressed the meeting on behalf of the residents of the Alms Houses on Taylors Lane. The residents were concerned as they were currently allocated parking spaces on the CCDC car park on Taylors Lane as there were double yellow lines in front of their properties. With the development of the housing on the former Aelfgar School site, the car park had been closed and residents had lost their parking facility until the development is completed. Matters raised included: <ul style="list-style-type: none">Lack of notification given to the residents by CCDC and SCC regarding the removal of parking at Taylors Lane	

	<ul style="list-style-type: none"> • Temporary waiver to park on double yellows had been granted by SCC until September 2023 • CCDC had offered parking at the Market Hall and at Forge Lane car parks but these were too far from their properties • Issue of personal safety when walking through town at night to get to parked cars. • Increased feeling of social isolation • Town Council (Rose Committee) had been approached to use the Rose Theatre Car Park for the intervening 1 – 2 years that development would take. • Aware that for events the theatre car park can be overwhelmed with cars but during the day it is empty for the most part. 	
5	Chair to reopen the council meeting	
6	To consider approving and signing Full Council minutes from 1st March 2023	
6.1	<p>It was proposed to accept the minutes of the Full Council Meeting held on 1st March 2023. <i>Proposed: Cllr Green; Seconded: Cllr Dipple</i> The minutes were agreed.</p> <p>Cllr Gunner and the Clerk left the meeting</p>	
6.2	To consider approving and signing the Annual Parish Meeting minutes from 21st March 2023	
6.21	It was agreed to correct a typo at 5.2 – the word wat to what.	
6.22	<p>It was proposed to accept the minutes of the Annual Parish Meeting on 21st March 2023 with the one amendment and the addition of the statements on the website. <i>Proposed: Cllr Hodgson; Seconded: Cllr Gaye</i> A named vote was called for by Cllr Davey FOR: Cllrs: Ansell, Davey, Gaye, Green, Hodgson, Hughes, Martin, Stanley, Turner ABSTAIN: Cllrs Dipple, Grant, Lyons, Tait-Green The motion was agreed.</p>	
6.23	<p>An amendment was proposed to include a comment made by Mr M Tams about the reason the insurance claim was rejected. <i>Proposed: Cllr Martin; Seconded: Cllr Davey</i> It was agreed to include the question raised by Mr Tams in the minutes</p>	
6.24	<p>An amendment was proposed to include the statements read out / referred to at the meeting, on the website. <i>Proposed: Cllr Martin; Seconded: Cllr Gunner</i> It was agreed to include the statements on the website.</p>	

Signed:



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7 7.1	Actions Arising Could not be dealt with in the absence of the Clerk.	
8 8.1 8.2 8.3	To note the minutes from the following council meetings: Rose Committee 8 th February 2023 Community Engagement Committee 8 th February 2023 Planning Committee 15 th February 2023 Finance and Management Committee 15 th February 2023 These were noted.	
	Item 11 was heard at this point.	
9 9.1 9.2	Recommendations from Finance and Management Committee It was proposed to withdraw the support to Ukrainian refugees to pay for membership of the leisure centre as a year had gone by. <i>Proposed: Cllr Dipple; Secoded: Cllr Green</i> The motion was agreed. It was proposed to delegate approval to F and M for April to make any necessary end of year virements and budget adjustments. <i>Proposed: Cllr Gaye; Secoded: Cllr Martin</i> The motion was agreed.	
10 10.1	Finance approvals for May and June 2023 It was proposed that Cllrs Martin and Gaye be added as bank signatures for the Council. <i>Proposed: Cllr Dipple; Secoded: Cllr Hughes</i> The motion was agreed.	
11 11.1 11.2	Impact of Residential Development It was requested that a request go to SCC to extend the waiver on the double yellow parking in front of the Alms Houses up to the end of construction. It was proposed that residents be offered parking passes for the Town Council / Theatre car parks on the basis that they did not park in the theatre when events were on. <i>Proposed: Cllr Gaye; Secoded: Cllr Hughes</i> The motion was agreed.	Clerk to write to SCC Clerk to contact residents with permits
12 12.1	Town Clerk position It was proposed to offer the position of Town Clerk to the successful candidate from the interviews which took place on 22 March 2023. <i>Proposed: Cllr Stanley; Secoded: Cllr Dipple</i> The motion was agreed and the position would be offered.	

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<p>13 13.1</p>	<p>Annual Assembly Meeting It was proposed to approve the cost of hiring St Augustines hall for the meeting. <i>Proposed; Cllr Davey, Seconded: Cllr Martin</i> The motion was agreed.</p>	
<p>14 14.1</p>	<p>Motions from Annual Parish Assembly It was agreed to defer to get the appropriate wording although it was noted that the agreement at the Annual Meeting was for the Council to apologise. This would come to Full Council on 3rd May.</p>	<p>To be considered at May Full Council</p>
<p>15 15.1 15.2</p>	<p>Vehicle movements in the Town Centre It was proposed that public / Cllrs are encouraged to take pictures of vehicles that were abusing the traffic regulations in town centre. These would be sent to SCC Cllr Kruskonjic and/or Staffordshire Police for them to caution the drivers. <i>Proposed: Cllr Dipple; Seconded: Cllr Green</i> The motion was agreed.</p> <p>It was further proposed to write to all town centre businesses to advise that deliveries should be to the rear of properties. <i>Proposed: Cllr Dipple; Seconded: Cllr Lyons</i> The motion was agreed.</p>	
<p>16 16.1 16.2</p>	<p>Solar Panels It was proposed that an extra meeting would be called between now and 3rd May with the potential providers of solar panels requested to present to Cllrs. <i>Proposed: Cllr Hodgson; Seconded: Cllr Dipple</i> It was agreed that all possible contractors present to all Cllrs before Mays full council meeting.</p> <p>Cllr Lyons to seek advice from CCDC Energy Advisor</p>	<p>Admin to arrange</p>
<p>17 17.1</p>	<p>Chairs and Vice Chairs Report No events had been attended</p>	
<p>18 18.1</p>	<p>Date of Next Meeting The date of the next meeting was confirmed as being 3rd May 2023.</p>	

The meeting finished at 8.45pm.

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	<u>Ref</u>	<u>£ (Gross)</u>	<u>£ (VAT)</u>	<u>£ (Net)</u>	<u>Description</u>
ADDITIONAL PAYMENTS MADE - April 2023					
18/04/2023 LLOYDS BANK	CHG	62.67	-	62.67	Monthly Fees and Charges
21/04/2023 WATER PLUS LTD	DD	45.52	-	45.52	Waste Water Bill
Total Additional Expenditure		108.19	-	108.19	

PAYMENTS MADE BY DEBIT CARD - April & May 2023

26/04/2023 Savers Health & Beauty Ltd	Dr Card	10.97	-	10.97	Cleaning Supplies
26/04/2023 HSQE Ltd	Dr Card	18.00	3.00	15.00	Fire Marshal Course
26/04/2023 SLCC Enterprises Ltd	Dr Card	72.00	12.00	60.00	Community Building Management Summit
01/05/2023 Wilko	Dr Card	4.50	0.75	3.75	Paint Brushes
Total Expenditure paid by Debit Card		105.47	15.75	89.72	

EXPENDITURE - May 2023

Payments made in accordance with Council Resolution (Full Council Meeting held on 1st March 2023)

SALARIES	BACS	12,230.50	-	12,230.50	RTC/Rose Theatre Salaries
HM REVENUE & CUSTOMS	BACS	3,241.37	-	3,241.37	PAYE/NIC
STAFFORDSHIRE PENSION FUND	BACS	4,148.59	-	4,148.59	Pension Contributions
CANNOCK CHASE COUNCIL	DD	786.00	-	786.00	Rates
COOPERS WASTE MANAGEMENT SERVICES	DD	161.70	26.95	134.75	Waste Collection
HOLKER NETWORK SOLUTIONS LTD	DD	481.07	80.18	400.89	Monthly IT Support & Backup
MOLSON COORS	DD	604.47	100.76	503.71	Bar Supplies
OPUS ENERGY	DD	4,369.55	728.26	3,641.29	Monthly Electricity Bill
BLACK ROSE SOLUTIONS LTD	BACS	344.16	57.36	286.80	Internal Audit
K WOOD	BACS	25.00	-	25.00	Window Cleaning
LBS ACCOUNTANTS	BACS	170.40	28.40	142.00	Monthly Payroll Admin Fees
PPL PRS LTD	BACS	399.10	66.52	332.58	Shows & Events Music Royalties
RENTOKIL	BACS	136.07	22.68	113.39	Pest Control
RIALTAS BUSINESS SOLUTIONS LTD	BACS	857.63	142.94	714.69	Annual Software Support & Maintenance
SECURICAN	BACS	1,225.56	204.26	1,021.30	Annual Alarm Maintenance & Monitoring
SIMPLY SHRED LTD	BACS	60.00	10.00	50.00	Confidential Document Shredding
THE BEER & GAS MAN LTD	BACS	36.00	6.00	30.00	Bar Gas Supplies

RTC

Amazon	BACS	263.32	43.87	219.45	Stationery & King's Coronation Supplies
Ace PA Hire	BACS	3,408.00	568.00	2,840.00	King's Coronation Stage Hire
C Mantle	BACS	233.34	-	233.34	Maintenance & Work for Events
K Lycett - Little Pumpkins Face Painting	BACS	120.00	-	120.00	Charter Fair Face Painting
R Pearson - Butterflies Face Painting	BACS	140.00	-	140.00	Charter Fair Face Painting
Rugeley Musical Theatre Company	BACS	300.00	-	300.00	Charter Fair Performance Fee
Benhill Press Ltd	BACS	103.00	9.00	94.00	Charter Fair Leaflets and Posters
Petty Cash	813	20.85	0.92	19.93	Imprest for RTC Petty Cash

ROSE THEATRE

E Rippon	BACS	11.60	-	11.60	Refund of Duplicated Dr Card Transaction
D Till Ltd T/A Plumbing & Property Services	BACS	288.00	48.00	240.00	Supply & Fit New Water Heater
Tamworth Hastilow Festival	BACS	375.50	-	375.50	50% of Event Ticket Sales
Petty Cash	814	94.28	15.72	78.56	Imprest for RT Petty Cash
Petty Cash	815	69.13	-	69.13	Imprest for Coffee Bar Petty Cash

Total Expenditure		34,704.19	2,159.82	32,544.37	
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Chairman of Finance & Management

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Town Clerk