

Signed: [REDACTED]



Rugeley Town Council

Minutes of Full Council Meeting held at the Rugeley Town Council Offices
7.30pm Wednesday 1st November 2023

PRESENT:

Councillors: -	P Ansell	C Barkas
	W Clark	A Cooney
	D Foceac	D Gaye
	C Green (Vice chair)	K Hart
	I Hodgson	R Hughes (part)
	G Kirkham	J Lees
	O Lyons (part)	A Miller
	P Sparkes	N Stanley (Chair)

Also Present: S Buxton - Town Clerk
1 member of the public

Min No	Item	Action
112 112.1	Apologies Apologies were received from Cllrs Davey, Gibson and Pyke	
113 113.1	Declaration of Personal & Prejudicial interest in any item on the agenda None	
114 114.1	To receive requests for any dispensation None	
115 115.1	Chair closed the meeting for public session A member of the public asked questions on the following:- <ul style="list-style-type: none">- Publication of figures following Fin and Mngment committee- Requests for financial support for individuals- Reports considered by Fin and Mngment committee- Grants from town council- Police attending town council meeting-	
116 116.1	Chair re-opened the meeting The chair re-opened the council meeting	
117	To consider approving and signing the minutes of the meeting held on 4th October 2023	

117.1	The spelling of two names in minute 93 to be corrected <i>Proposed: A Cooney; Seconded: I Hodgson</i>	
117.2	The clerk was asked to check the recording of the last meeting to check the motions voted on in minute 105, and report back to the next meeting. The council agree the corrected minutes, with the proviso that the clerk checks minute 105 and reports to the next meeting <i>Proposed: K Hart; Seconded: A Cooney</i> The minutes of the meeting held on 4th October were agreed and the clerk will check minute 105 and any amendment will be recorded at the next meeting	
118	Matters arising not listed on the agenda	
118.1	Meeting with PCSO and clear the air meeting The clerk has arranged for both of these to take place on the afternoon of Friday 1 st December. On the same day a Conflict Resolution session by Breakthrough Communications for councillors has been arranged at a cost of £895.00 <i>Proposed: Cllr Cooney; Seconded: Cllr Hodgson</i> Agreed that the training for councillors be arranged at a cost of £895.00 Breakthrough Communication will also do a free workshop for staff in the morning	
119	To note the minutes from the following committee meetings:-	
119.1	Rose Committee – 11 th October 2023	
119.2	Community Engagement Committee – 11 th October 2023	
119.3	Planning Committee – 18 th October 2023	
119.4	Finance and Management Committee – 18 th October 2023 The minutes of the above minutes were noted	
120	Calendar of Meetings	
120.1	The calendar of meetings and events up to March 2025 was noted	
121	Budget 2024/25 Timetable	
121.1	<i>Proposed: Cllr Hodgson; Seconded: Cllr Green</i> Agreed the budget timetable be approved	

Cllrs Hughes and Lyons arrived

122	Meeting administration and office workload	
122.1	Where an item is for discussion only without a formal motion, then it maybe necessary/appropriate for a report to be prepared/added to with background information. If this is the case, and adequate information has not been provided by the councillor bringing the item, the Proper Officer (Clerk) will delay the discussion until the information has been supplied/is prepared. The Proper Officer should prioritise her statutory duties and should set aside half a day a week, to attend to individual email requests.	

Signed: 

Date:


6/12/23

	<p>This will also be extended to the council staff if in the opinion of the Proper Officer it becomes necessary. <i>Proposed: Cllr Hodgson; Seconded: Cllr Sparkes</i> This motion was approved</p>	
<p>123 123.1</p>	<p>Town Centre – Listed Buildings A report was presented by Cllr Kirkham and had not been sent with the agenda The town council should write to CCDC alerting them to the condition of the old Clintons shop and the old Lloyds Bank building opposite. <i>Proposed: Cllr Kirkham; Seconded: Cllr Foceac</i> The town council should set up a working party of three councillors, to look at the town and identify the things that need keeping/listed <i>Proposed: Cllr Kirkham; Seconded: Cllr Foceac</i> Cllr Lyons reported details of investigations into listed buildings and the actions that have been done. The town council will defer these two proposals and ask Cllr Lyons to arrange a meeting with the conservation office from CCDC <i>Proposed: Cllr Stanley; Seconded: Cllr Green</i> The amended proposal was agreed</p>	
<p>124 124.1</p>	<p>Items for future meetings:- Full Council – 6th December Pedestrianisation and vehicular access Car parking with Cllr Josh Newbury from CCDC Boardwalk</p>	
<p>125 125.1</p>	<p>Chair and Vice Chair Reports Nothing to report</p>	
<p>126 126.1</p>	<p>Date of next meeting The date of the next meeting will be – Wednesday 6th December 2023</p>	
<p>127 106.1</p>	<p>Exclusion of the Public To move that the public be excluded because of the likely disclosure of exempt information as defined in the Public Bodies (Admissions to Meeting) Act 1960 Section 2 <i>Proposed: Cllr Stanley; Seconded: Cllr Green</i> The motion was agreed</p>	

The member of the public left

After the Confidential item, the Chair closed the meeting at 8:26pm

Signed:
Date:


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