

RUGELEY TOWN COUNCIL

Town Clerk: Mrs Sue Buxton CiLCA
E: clerk@rugeleytowncouncil.gov.uk



Councillors are summoned to a **Full Council Meeting** of Rugeley Town Council which will be held at the Council Chamber, Rugeley at **7.30pm on Wednesday 6th March 2024**, when the following business will be transacted.

Paul Russell, a prospective Internal Auditor for the council will be attending the meeting.

Recording, including filming, audio-recording, taking photographs and using other social media platforms is permitted at council meetings which are open to the public – however, anyone wishing to do so must inform a member of staff prior to the meeting.

The press and public are invited to attend the meeting.

Sue Buxton

Mrs S Buxton CiLCA
Town Clerk

AGENDA

204	Apologies
204.1	To receive any apologies (through the Clerk in accordance with Standing Orders)
205	Declaration of personal & prejudicial interest in any item on the agenda
205.1	Members should notify Monitoring officer within 28 days if not already declared
206	To receive any requests for dispensation
207	Internal Auditor
	Presentation by Paul Russell – internal audit candidate, with an opportunity for questions and report re: charges
208	Police report
209	Chair to close meeting for public session
209.1	Members of the public are invited to address the Council on any issue over which it has a power
210	Chair to reopen meeting
211	To consider approving and signing the following council minutes:-
	Full Council – 7 th February 2024
212	Matters arising
213	To note the minutes from the following committee meetings:-
213.1	Rose Committee – 17 th January 2024
213.2	Community Engagement Committee – 17 th January 2024
213.3	Planning Committee – 24 th January 2024
213.4	Finance and Management Committee – 24 th January 2024
214	Election of Vice Chair
	To elect a vice chair for the remaining time to the Annual Council meeting
215	Committees

215.1	i.	Review of membership following resignations
215.2	ii.	Review of terms of reference
216	Finance	
	i.	Bank account signatories – to consider recommendations made by F&M following resignations
	ii.	Electricity and Solar Panels – to answer questions raised by Cllr Miller
	iii.	UKSP Fund - Pizza Oven/Coffee Machine and Cocktail Machine - to answer questions raised by Cllr Miller
217	Councillor Emails	
218	Training	
218.1		Councillor training
218.2		Report on Practitioners Conference for Clerks
218.3		New Councillor Induction
218.4		Data Protection Training
219	Pedestrianisation and vehicular access	This has been deferred from a previous meeting to this meeting
220	Car parking	Previously discussed and waiting for an update on working party with CCDC
221	Boardwalk	
222	Dog waste facilities and owner responsibilities	
223	Annual Parish Meeting – 24th April	
224	Community Conference/Event with the Public	
225	Recording of Meetings	To consider the implementation of the policy and how it can be enforced
226	Town Crier	
227	Items for future meetings:-	
		- Upkeep of listed buildings with CCDC - April
		- Email monitoring
228	Date of next meeting	The next meeting of the town council will be on Wednesday 3 rd April 2024
229	Exclusion of the Public	To move that the public be excluded because of the likely disclosure of exempt information as defined in Public Bodies (Admissions to Meetings) Act 1960 Section 2
CONFIDENTIAL BUSINESS		
230	Apologies	To receive any apologies (through the Clerk in accordance with Standing Orders)
231	Declaration of personal & prejudicial interest in any item on the agenda	Members should notify Monitoring officer within 28 days if not already declared.
232	To receive any requests for dispensation	
233	To consider approving and signing the following confidential council minutes:-	Full Council – Confidential – 7 th February 2024
234	To note the minutes from the following committee meeting:-	Finance and Management Confidential – 24 th January 2024
235	Clear the air meeting	This has been deferred from a previous meeting and council needs to decide what action to take following the first meeting
236	Press Release re: Fraud to accompany next newsletter	The council had decided to issue an updated press release following the Clear the air meeting. The next newsletter will be due early summer as one has just been sent out