

RUGELEY TOWN COUNCIL

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



Councillors are summoned to the **Annual Meeting** of Rugeley Town Council which will be held at the Council Chamber, Rugeley at **7.00pm on Wednesday 1st May 2024**, when the following business will be transacted.

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

1	Election of Chair To receive nominations for the role of Chair and to elect to this position for 2024/25
2	Welcome to new councillors Including completion of declaration of acceptance of office if this has not been completed before the meeting Jennifer Hyden, Richard Lewis, John Parkes
3	Thanks to outgoing councillors Acknowledgement of service and commitment of councillors who had resigned earlier this year – Angi Cooney, Chris Green, Ian Hodgson, Paul Sparkes, Neil Stanley and the sad passing of Mike Davey
4	Election of Vice Chair To receive nominations for the role of Vice Chair and to elect to the position for 2024/25
5	Apologies To receive any apologies (through the Clerk in accordance with Standing Orders)
6	To note the Minutes from Annual Meeting held on 14th June 2023 The minutes from this meeting were approved at the Full Council meeting on 5 th July 2023. Councillors are asked to note this approval for the record
7	To consider the committee structure of the Town Council and creation of a Staffing Committee <ul style="list-style-type: none"> • Rose Committee • Community Engagement Committee • Planning Committee • Finance and Management Committee • Staffing Committee?
8	To elect members to the following Committees and Working Groups <ul style="list-style-type: none"> • Rose Committee - 9

	<ul style="list-style-type: none"> • Community Engagement Committee - 9 • Planning Committee -9 • Finance and Management Committee -9 • Staffing Committee? - ?
9	<p>To elect/confirm representatives on outside bodies Councillors to nominate and elect member representation to a number of outside bodies to include:-</p> <ul style="list-style-type: none"> • The Old Chancel, Rugeley • Staffordshire Parish Councils Association • School Governors • Cannock Chase Standards Committee • Healthwatch Advisory Public Board Meetings • National Association of Local Councils • Mental Health representative
10	<p>Email Addresses Cllrs reminded that only Town Council email addresses should be used for council business and any use of a private email address is affected by GDPR legislation</p>
12	<p>Calendar of Meetings for 2024/25 Councillors to confirm the dates of the Full Council and Committee meetings for the forthcoming year</p>