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# Rugeley Town Council

Minutes of Full Council Meeting held at the Rugeley Town Council Offices  
7.30pm Wednesday 5<sup>th</sup> October 2022.

**PRESENT:**

**Councillors:**

P Ansell	A Cooney
M Davey	R Dipple
D Gaye	G Grant
C Green	I Gunner
I Hodgson	R Hughes
O Lyons	C Martin
C Panter-Hood	N Stanley
K Tait-Green	

**Also Present:** H Goodreid (Town Clerk)  
4 members of public

A minute's silence was held at the beginning of the meeting in memory of Her Majesty Queen Elizabeth II.

<b>Min No</b>	<b>Item</b>	<b>Action</b>
<b>70</b> 70.1	<b>Apologies</b> Apologies were received from Cllrs Pyke and Turner.	
<b>71</b> 71.1 71.2 71.3	<b>Declaration of Personal &amp; Prejudicial interest</b> Cllr Lyons declared a personal and prejudicial interest in Item 83 as she was a Trustee of The Old Chancel. Cllr Grant declared a personal interest in item 86 as he knew Mr de Ridder. Cllrs Cooney and Stanley both declared an interest in item 86 as they both knew Mr Sparks and Mr de Ridder.	
<b>72</b> 72.1	<b>To receive requests for any dispensation</b> None	
<b>73</b> 73.1	<b>New Councillor</b> Cllr Michael Davey was welcomed as the new Councillor for Etching Hill ward.	

74 74.1	<p><b>Chair to close meeting for public session</b></p> <p>The attending Members of Public had selected a spokesperson who raised the following points, all relating to the lack of public transport in and around Rugeley and the surrounding area, but especially pertaining to the Pear Tree Estate:</p> <ul style="list-style-type: none"> <li>• Local residents, including elderly, disabled, workers, still rely on a public bus service.</li> <li>• Historically the buses allow residents to access Rugeley for shopping, and offer access to Stafford, Cannock and Lichfield</li> <li>• Access to medical and dental services is now restricted and made expensive by the need to take taxis</li> <li>• Bus route now no longer comes on to Pear Tree Estate</li> <li>• Cost of taxis into town are prohibitive</li> <li>• Issues of mental health and isolation for those unable to afford or physically get into town</li> <li>• Shops in town are suffering as residents are unable to access the centre</li> <li>• With buses attending irregularly, if one is cancelled it is a long wait for the next bus.</li> </ul>	
75	<p><b>Chair to reopen the council meeting</b></p>	
	<p><b>Item 88 was heard at this point</b></p>	
76 76.1	<p><b>To consider approving and signing council minutes</b></p> <p>It was proposed to accept the minutes of the Full Council Meeting held on 6th July 2022. <i>Proposed: Cllr Green; Seconded: Cllr Dipple</i> <b>The minutes were agreed.</b></p>	
77 77.1	<p><b>Actions Arising</b></p> <p>The issue of the poor standard of paving in the town centre was raised again. Town Clerk was asked to get back in touch with SCC to provide a full update on the date and nature of any remediation works.</p>	<p>Town Clerk to contact SCC re paving in town.</p>
78 78.1 78.2 78.3 78.4 78.5	<p><b>To note the minutes from the following council meetings:</b></p> <p>Rose Committee 8 June 2022 Community Engagement Committee 8 June 2022 Planning Committee 15 June 2022 Finance and Management Committee 15 June 2022 Finance and Management Committee 20 July 2022</p> <p>These were noted.</p>	
79 79.1	<p><b>Annual Governance and Accountability Return</b></p> <p>Cllrs had received the AGAR and accompanying letter from Mazars regarding the external audit for 2021/2022. Cllrs attention was brought to page 2 of the letter which identified Minor Scope for Improvements in 2022/2023. It was noted that the Council had left Box 10 in Section 2 of the AGAR blank. Although the answer that the Council does not have</p>	

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79.2	<p>loans could be inferred from other answers on the AGAR, the Council should ensure all boxes are filled in, marking nil or not applicable where appropriate.</p> <p>It was proposed to note the comment from Mazars and confirm the completed AGAR for 2021/2022. <i>Proposed: Cllr Stanley; Seconded: Cllr Grant</i> <b>The motion was agreed</b></p>	
<p><b>80</b> 80.1</p> <p>80.2</p> <p>80.3</p> <p>80.4</p> <p>80.5</p>	<p><b>Co-option Policy</b> Cllrs had received the proposed amended Co-option Policy. Additional minor amendments had been tabled before the meeting.</p> <p>It was proposed that at the end of the first para on page 4 additional wording should be added to state that Cllrs should give a reason for rejection to the Candidate. <i>Proposed: Cllr Gaye; Seconded: Cllr Martin</i> <b>The motion was rejected</b></p> <p>It was proposed that the wording be rejigged in the first three paras of section 'At the Co-option Meeting' page 3 to identify that the presentations made by candidates should be made in public but the subsequent questioning of the candidates by Cllrs should be held in camera. <i>Proposed; Cllr Martin; Seconded; Cllr Cooney</i> <b>The motion was agreed</b></p> <p>It was proposed that in Appendix B, the declaration of candidates if they belong to a political party and which political party, be removed. <i>Proposed; Cllr Davey; Seconded; Cllr Gaye</i> <b>The motion was rejected</b></p> <p>It was proposed to approve the Co-option Policy as amended. <i>Proposed: Cllr Cooney; Seconded; Cllr Green</i> <b>The motion was recorded as a majority decision.</b></p>	<p>Town Clerk to make amendments and place on website.</p>
<p><b>81</b> 81.1</p>	<p><b>Code of Conduct</b> Cllrs considered the Code of Conduct. It was proposed to accept the Code of Conduct with no amendments. <i>Proposed: Cllr Cooney; Seconded: Cllr Dipple</i> <b>The motion was agreed</b></p>	
<p><b>82</b> 82.1</p> <p>82.2</p>	<p><b>Civility and Respect Pledge Dignity at Work Policy</b> It was proposed to sign up to the national Civility and Respect Pledge. <i>Proposed: Cllr Dipple; Seconded: Cllr Lyons</i> <b>The motion was agreed.</b></p> <p>It was proposed to adopt the Dignity at Work Policy. <i>Proposed: Cllr Cooney; Seconded: Cllr Hodgson</i> <b>The motion was agreed</b></p>	<p>Town Clerk to place on website</p> <p>Town Clerk to place on website.</p>

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<p><b>83</b> 83.1</p> <p>83.2</p> <p>83.3</p>	<p><b>The Old Chancel</b> Cllrs Lyons left the room for this item.</p> <p>Cllr Gunner requested that the Town Council support him putting himself forward to sit on the Trustees representing Friends of Hagley. It was noted that the Town Council had no power to determine who was a trustee. <i>Proposed: Cllr Gunner; Seconded: Cllr Cooney</i> <b>It was agreed to offer Cllr Gunners name should the Board of Trustees for The Old Chancel be seeking an additional trustee.</b></p> <p>Councillors noted that The Old Chancel Trustees would be applying for funding and supported this.</p> <p>Cllr Lyons returned to the meeting.</p>	
<p><b>84</b> 84.1</p>	<p><b>Elmore Park</b> Cllr Lyons updated the meeting on the works being undertaken and planned at Elmore Park. The numbers of geese are still a problem and the feeding of bread to them is causing issues with deoxygenation of the water in the lake. The toilets in the park were being refurbished. Other projects were in the pipeline and would be coming to CCDC for consideration later.</p>	
<p><b>85</b> 85.1</p>	<p><b>Floral Displays Anson Street</b> Cllr Cooney talked to the meeting about the success of the Mindfulness Garden in Brook Square. She would like Cllrs to consider creating additional / extended planting areas at the junction of Market Square / Anson Street which would reflect the War Memorial. It was agreed that the Community Engagement Committee would look into this at its next meeting.</p>	<p>Community Engagement Committee to look at this</p>
<p><b>86</b> 86.1</p>	<p><b>Hagley Field</b> Cllr Stanley updated the meeting on the submission to SCC of a proposal by Hagley Community Sports Association for the management of Hagley Field for sports pitches etc. Cllrs expressed concern over the feasibility of holding future community events on the field.</p>	
<p><b>87</b> 87.1</p> <p>87.2</p> <p>87.3</p>	<p><b>Traffic in Rugeley Town Centre</b> Cllr Hodgson had been advised that the Town Council should look at providing additional signs to allow for enforcement for vehicles stationary in the town centre. Town Clerk was asked to look into this with SCC.</p> <p>Cllr Dipple understood that ANPR cameras may also support enforcement of vehicles breaking the pedestrianisation order and we should look at costing.</p> <p>Cllr Davey asked for a copy of the more recent Pedestrianisation Order.</p>	<p>Town Clerk to liaise with SCC over possible additional signage</p> <p>Town Clerk to liaise with SCC re ANPR cameras.</p> <p>Town Clerk to put copy on the website.</p>

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<p><b>88</b> 88.1</p>	<p><b>Community Transport Scheme</b> Cllr Martin noted that the working group for this (Cllrs Cooney, Grant, Gunner and Martin) had only met once, and she was the only Cllr to attend. The meeting had been with the Town Clerk, B&amp;R Parish Council, and a local taxi firm. Discussion had been around possible way in which the bus pass for residents might be used to cover taxi fares.</p>	
<p>88.2</p>	<p>Cllr Stanley advised that the issues are with the bus companies reducing the timetables and taking off local roads from the routes. It was proposed that the Town Clerk speak with D&amp;G bus company to look at the costs involved in altering the bus routes to include the Pear Tree Estate and Etching Hill and extending the services into the evening.</p>	<p>Town Clerk to speak with bus company and arrange meeting of the working group</p>
<p><b>89</b> 89.1</p>	<p><b>Hearing Loop in the Council Chamber</b> Both the Building Regulations 2010(12) and the Equalities Act (2010) state that service providers are required to make changes, where needed, to improve service for disabled customers or potential customers. There is a legal requirement to make reasonable changes to the way things are done to the built environment and to provide auxiliary aids and services (such as providing information in an accessible format, an induction loop for customers with hearing aids). It was agreed that the Town Clerk can use the Maintenance Budget to obtain quotes for the work to be undertaken.</p>	<p>Town Clerk to obtain quotes for the installation of a hearing loop and mics using the Maintenance budget.</p>
<p><b>90</b> 90.1</p>	<p><b>Chairs and Vice Chairs Report</b> The Chair and Vice Chair had attended the following events:</p> <ul style="list-style-type: none"> <li>• Mayor of Lichfield Charity fundraiser</li> <li>• Opening of Mindfulness Garden / Commonwealth Games Baton Relay</li> <li>• Laid flowers in Mindfulness Garden to commemorate the passing of Her Majesty Queen Elizabeth</li> <li>• Attended the Royal Proclamation in Cannock</li> <li>• Attended the commemorative service at St Augustines Church</li> </ul>	
<p><b>91</b> 91.1</p>	<p><b>Staffing Matters</b> Cllr Stanley had received a resignation letter from the Town Clerk. The resignation would take effect from end of May 2023. This would leave enough time to advertise, interview and appoint a replacement Clerk.</p>	
<p>91.2</p>	<p>It was agreed that a Staffing panel would be set up to oversee the advert and interviewing process and would include Cllrs Ansell, Cooney and Hodgson.</p>	<p>Cllrs Ansell, Cooney and Hodgson to meet with Town Clerk</p>
<p><b>92</b> 92.1</p>	<p><b>Date of Next Meeting</b> It was noted that the date of the next meeting would be 2<sup>nd</sup> November 2022.</p>	

The meeting finished at 9.14pm.

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