



Rugeley Town Council

Minutes of Full Council Meeting held at the Rugeley Town Council Office
7.30pm Wednesday 1st May 2024

PRESENT:

Councillors:-	G Kirkham (Chair)	P Ansell	W Clark
	D Foceac	K Hart	R Lewis
	O Lyons	A Miller	J Parkes
	I Pyke	D Gaye	

In attendance:- M Matthews – RFO
3 members of the public

Min No	Item	Action
39	Apologies Apologies were received from Cllrs R Hughes and J Lees Agreed that the apologies be accepted	
40	Welcome to new councillors Cllrs Hyden, Lewis and Parkes welcomed	
41	Declaration of personal & prejudicial interest in any item on the agenda None	
42	To receive any requests for dispensations <i>Proposed: Cllr Kirkham Seconded: Cllr Clarke</i> Agreed To suspend standing orders of standing to speak for 3 months	
43	Chair to close the meeting for public session A member of public raised the following points:- - Speeding issue on Bower Lane and whether council would consider a speed tracking sign. Member of public advised to email PSCO and Cllr Lyons will look into doing a speed watch.	

Signed:

Date:

	<ul style="list-style-type: none"> - When would the swimming pool at Rugeley Leisure Centre reopen. Member of public informed that pool should be open end of May. - Noted the pothole on Stile Cop Road has been logged with Staffordshire Highways 	
44	<p>Chair to reopen meeting The meeting was re-opened</p>	
45	<p>To consider approving and signing the minutes of the following full council meetings 3rd April 2024 <i>Proposed: Cllr Hart Secoded: Cllr Clarke</i> Agreed that the minutes of the meeting held on 3rd April 2024 be signed as true and correct record.</p>	
46	<p>Matters arising None</p>	
47	<p>To note the minutes of the following committee meetings</p> <ul style="list-style-type: none"> • Rose Committee – 13th March 2024 • Community Engagement Committee – 13th March 2024 • Planning Committee – 21st February 2024 • Planning Committee – 20th March 2024 • Finance and Management Committee – 20th March 2024 <p>Noted the minutes of the above meetings</p>	
48	<p>Council Vacancies and Co-option <i>Proposed: Cllr Kirkham Secoded: Cllr Gaye</i> Agreed 2 co-option vacancies to be advertised for a period of 2 weeks</p>	MM to advertise
49	<p>Policies for adoption</p> <ul style="list-style-type: none"> • Selection and Recruitment – as recommended by F&M <i>Proposed: Cllr Kirkham Secoded: Cllr Hart</i> Agreed to adopt Selection and Recruitment until HR review • Council Induction <i>Proposed: Cllr Kirkham Secoded: Cllr Clarke</i> Agreed to update terms of reference then adopt Council Induction 	MM to update
50	<p>Mandates for Lloyds, Unity Trust, CCLA and LDD accounts</p> <ul style="list-style-type: none"> • Lloyds Bank <i>Proposed: Cllr Gaye Secoded: Cllr Ansell</i> Agreed Cllr Hart and Cllr Parkes to become online users and signatories and Cllr Kirkham become online signatory of Lloyds bank. <p><i>Proposed: Cllr Hart Secoded: Cllr Parkes</i></p>	MM to update all accounts

Signed:

Date:

	<p>Agreed Removal of A Cooney, N Stanley, S Buxton, K Roberts and N Stanley as users and change correspondence from Sue Buxton to Town Clerk for Lloyds bank</p> <ul style="list-style-type: none"> • Unity Trust Bank <p><i>Proposed: Cllr Hart Seconded: Cllr Ansell</i></p> <p>Agreed Removal of C Green and N Stanley and the eventual removal of S Buxton and A Cooney. The removal of S Buxton as correspondent and main contact. Add Cllrs Clarke, Hart and Parkes to Unity Trust</p> <ul style="list-style-type: none"> • CCLA <p><i>Proposed: Cllr Ansell Seconded: Cllr Hart</i></p> <p>Agreed Removal of K Roberts and N Stanley as signatories, remove S Buxton as correspondent and add M Matthews as admin contact and correspondent for CCLA Investment Account</p> <ul style="list-style-type: none"> • LDD <p><i>Proposed: Cllr Ansell Seconded: Cllr Hart</i></p> <p>Agreed To replace S Buxton to M Matthews as both signatory and correspondent.</p>	
51	<p>Electricity Still working progress Cllr Kirkham to speak to M Matthews regarding flexing the contract</p>	<p>Agenda item 5/6/24</p>
52	<p>Rose Theatre – Roof Repairs <i>Proposed: Cllr Pyke Seconded: Cllr Clarke</i> Agreed Agreement to go ahead with works at a cost of £2500 as recommended by Rose Committee</p>	
53	<p>Air Conditioning <i>Proposed: Cllr Gaye Seconded: Cllr Pyke</i> Agreed Work to repair the air conditioning</p>	
54	<p>Chair and Vice Chair reports No events attended recently but will be making effort to attend future events</p>	
55	<p>Annual Parish Assembly and Community Event – 16/5/24 Cllr Hart has started to invite community groups. Cllr Kirkham will drop a poster into Community Church. All councillors asked to distribute available documentation. Cllr Lyons to send a community spreadsheet to use to M Matthews</p> <p><i>Proposed: Cllr Gaye Seconded: Cllr Pyke</i></p>	<p>Cllr Kirkham poster Cllr Lyons spreadsheet</p>

Signed:

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	Agreed Stall for councillor drop in session being manned throughout 4pm to 6.30pm by Cllrs Kirkham, Hart, Parkes, Hayden, Clarke and Lyons	
56	Charter Fair – 8/9th June Still working progress, most likely on smaller scale. Planned walk around site and then will report back	Agenda item 5/6/24
57	Financial Regulations <i>Proposed: Cllr Ansell Secoded: Cllr Gaye</i> Agreed To renew without alterations. Further in-depth review when NALC releases new financial regulations to adopt	
58	Standing Orders <i>Proposed: Cllr Kirkham Secoded: Cllr Hart</i> Agreed To renew as is but councillors to submit comments to M Matthews by 20 th June for another review at July Full Council	Cllrs to submit comments
Cllrs Lyons and Foceac left		
59	Dog waste facilities and responsible ownership <i>Proposed: Cllr Gaye Secoded: Cllr Hart</i> Agreed to defer to next meeting when Cllr Barkas is available to update	
60	Artisan Market drop in sessions <i>Proposed: Cllr Kirkham Secoded: Cllr Pyke</i> Agreed To utilise room at Library for councillor drop in sessions 10am – 2pm. Cllrs Hart, Parkes and Hyden to attend.	Cllr Kirkham to book room
61	Items for Future Meetings <ul style="list-style-type: none"> • AGAR (Annual Governance and Accountability Return) – To be moved to Extraordinary meeting • Listed buildings with officers from CCDC – June • Internal Auditor visit – July • Review of Policy list and timetable - To be moved to Extraordinary meeting • Motions from Annual Town Council meeting – June • Rose Theatre Business Plan for Pizza Oven – June <ul style="list-style-type: none"> ○ Cllr Pyke to support M Matthews with report • Rose Theatre Operational Review – June <ul style="list-style-type: none"> ○ Cllr Pyke to support M Matthews with report • Pedestrianisation and vehicular access • Car parking – once an update is available • Boardwalk – once an update is available 	
62	Date of next meeting The next meeting of the Town Council will be on Wednesday 5 th June 2024 at 7.30pm	

Signed:

Date:

63	Exclusion of the Public The public to be excluded because of the likely disclosure of exempt information as defined in Public Bodies (Admissions to Meetings) Act 1960 Section 2.	

The meeting closed at 8.05 pm

DRAFT

Signed:

Date: