

RUGELEY TOWN COUNCIL

Town Clerk: Mrs Melanie Matthews
E: clerk@rugeleytowncouncil.gov.uk



MINUTES

Minutes of Full Council Meeting held at the Rugeley Town Council Office
7.00pm Wednesday 2nd October 2024

PRESENT:

Councillors:-	G Kirkham (Chair)	N Mahon	W Clark
	D Foceac	D Gaye	A Miller
	T Castle	J Parkes	D Jones
	R Lewis	D Galaska	

In attendance:- M Matthews – Town Clerk and RFO
Cllrs Lyons – Cannock Chase Council
4 members of the public

207	Apologies Apologies were received from Cllr Leadbeater, Hyden, Martin and Ansell Noted	
208	Declaration of personal & prejudicial interest or requests for dispensation on any item on the agenda Cllr Mahon has interest in 220 – Church of St Joesphs and Etheldreda	
209	Chair to close the meeting for public session Member of public asked: 1. Update on Bower Lane – this has now been forwarded to County 2. Broadwalk – at this moment it is not something on the agenda 3. Water – to consider a hand pump for mindfulness garden water 4. Theatre Car Park Drainage – this has been reported to the owners	
210	Chair to re-open the council meeting Reopened	
211	Minutes Agreed to confirm and accept minutes of Full Council on 11 th September as true and accurate record. Cllr Gaye proposed and Cllr Jones seconded	
212	Matters arising Agreed to increase agreed price for mixing desk from £2000 to £2075. Cllr Gaye proposed and Cllr Hart seconded	

213	Full Council Chair and Vice Chair reports Vice Chair attended District Councils Chair event. Chair attended Local Transport Group meeting along with Clerk but felt that it didn't fully meet the objectives. Also had a productive meeting with Highways and County representatives which has enabled us to lobby and prioritise their work load to some extent.																															
Cannock Chase District Council																																
214	Listed Buildings Lucy MacDonald and Sushil Birdi, Cannock Chase Council gave a presentation explaining maintenance of buildings/ land including listed buildings.																															
215	Chair to open meeting to attending District Councillors to update on Rugeley area Cllr Lyons updated on work she taken on from last meeting. She has followed up on points but still awaiting responses.																															
Staffordshire County Council																																
216	Chair to open meeting to attending County Councillors to update on Rugeley area None in attendance																															
Rose Theatre																																
214	Rose Chair Report Will report after next working party																															
Community Engagement																																
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216	Itemised Christmas Budget Agreed to confirm the below itemised budget for Christmas so bookings can be made. <table border="1" data-bbox="351 1176 1236 1736"> <thead> <tr> <th>Item</th> <th>Cost</th> </tr> </thead> <tbody> <tr> <td>First Aiders</td> <td>£600</td> </tr> <tr> <td>Security</td> <td>£1250</td> </tr> <tr> <td>Road Closure</td> <td>£400</td> </tr> <tr> <td>Trees</td> <td>£750</td> </tr> <tr> <td>Bands</td> <td>£1700</td> </tr> <tr> <td>PA and Staging</td> <td>£1300</td> </tr> <tr> <td>Fireworks</td> <td>£2500</td> </tr> <tr> <td>Attractions</td> <td>£300</td> </tr> <tr> <td>Santa Presents</td> <td>£500</td> </tr> <tr> <td>Sensory</td> <td>£1000</td> </tr> <tr> <td>Awards/ rosettes</td> <td>£100</td> </tr> <tr> <td>Leaflet/ posters</td> <td>£500</td> </tr> <tr> <td>Misc</td> <td>£100</td> </tr> <tr> <td>Total</td> <td>£11,000</td> </tr> </tbody> </table> Cllr Kirkham proposed and Cllr Hart seconded	Item	Cost	First Aiders	£600	Security	£1250	Road Closure	£400	Trees	£750	Bands	£1700	PA and Staging	£1300	Fireworks	£2500	Attractions	£300	Santa Presents	£500	Sensory	£1000	Awards/ rosettes	£100	Leaflet/ posters	£500	Misc	£100	Total	£11,000	
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216	Bank Reconciliation Agreed to confirm and accept bank reconciliation for August Cllr Hart proposed and Cllr Parkes seconded																															
217	Income and Expenditure Agreed to confirm and accept income and expenditure for August																															

	<p>CLlr Gaye proposed and Cllr Focac seconded</p>	
218	<p>Payments Agreed to accept and process payments for October. Cllr Clark proposed and Cllr Miller seconded</p>	
219	<p>Budget for Council Agreed to accept budget and precept increase of 2.16% which is under RPI 3%. Clerk to send Cannock District Council our precept request. Cllr Kirkham proposed and Cllr Hart seconded</p>	
Planning		
220	<p>Planning Application within the last month Noted</p>	
General Business		
221	<p>Electricity Phase 1 – Turn off electricity over weekend to check for leakage. Completed but awaiting results as Engie system down. Phase 2 – Isolate usage to find what is drawing so much energy Phase 3 – Get quotes from electricians to survey</p>	
222	<p>Policies Policies will be re distributed to councillors with the changes been made recently before embracing as new cohort of policies</p>	
223	<p>Photocopy Agreed to put in notice for current contracts and buy HP Colour Laser Jet CP5225DN Cllr Miller proposed and Cllr Clark seconded</p>	
224	<p>Payroll Agreed to change to using Brightpay, which will bring payroll in house. Cllr Clark proposed and Cllr Miller seconded</p>	
225	<p>External Audit Agreed to accept the external audit. Cllr Mahon proposed and Cllr Hart seconded</p>	
226	<p>Items for Future Meetings</p> <ul style="list-style-type: none"> • Review of policy list and timetable • Water • Asset list • Rates list for Rose Theatre • Banking • Training 	
227	<p>Date of next meeting The next meeting of the Town Council will be on Wednesday 20th November 2024 at 7.00pm</p>	
<p>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.</p>		