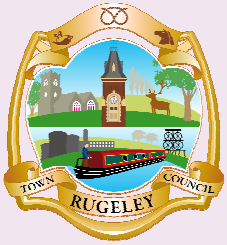


September 2018

AGENDA
Full Council Meeting
7.30pm Wednesday 5th September 2018

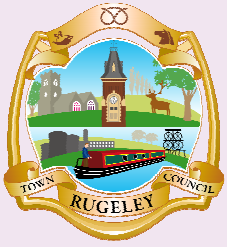
74	To receive apologies (through the Clerk in accordance with Standing Orders)
75	Declaration of Personal & Prejudicial interest in any item on the agenda <i>(Note members should notify Monitoring officer within 28 days if not already declared)</i>
76	To receive any requests for dispensation
77	Chair to close meeting for public session: Members of the public are invited to address the Council on any issue over which it has a power. This session will be limited to 20 minutes (5 minutes per speaker)
78 78.1	Police Report A representative from the police will be in attendance to report on crime figures and other police issues in the town.
79 79.1	Report from County Councillor Mike Sutherland Cllr Sutherland has been invited to the council meeting to introduce himself to the town and talk about his work as a County Councillor.
80 80.1	To consider approving and signing the following council minutes: <ul style="list-style-type: none">• Full Council meeting 4 July 2018
81 81.1	Actions Arising Councillors to receive a verbal update on actions arising from the full council meeting held on 4 July 2018.
82 82.1 82.2 82.3 82.4	To note the minutes from the following committee meetings: <ul style="list-style-type: none">• Community Engagement Committee held 13 June 2018• Rose Committee held 13 June 2018• Planning Committee held 20 June 2018• Finance and Management Committee held 20 June 2018
83 83.1	Draft Strategy and Action Plan. All the committees have reviewed the Strategy and Action Plan and amendments have been made. The document is recommended for approval to last to the end of this current council (May 2019).
84 84.1	Community Engagement Committee Recommendations <u>Christmas 2018</u> Community Engagement Committee of 11 July recommended that all Councillors





	contact the Assistant Town Clerk with any ideas regarding the Christmas Lights for the next contract. Also that a working party be set up to work through the procurement process. The party should be a maximum of five Councillors to ensure attendance at all meetings is easier.
85	Finance and Management Committee Recommendations
	Policies
85.1	<u>Child, Young Person and Vulnerable Adult Protection Policy</u> – it is recommended that Full Council approve this policy – available via website
85.2	<u>Time Off for Dependents Policy</u> – it is recommended that Full Council approve this policy. – available via website
	Other Policies
85.3	<u>Pets in the Workplace Policy</u> – this policy has not been to F and M Committee. It is for the Full Council to decide if this policy should be adopted. – available via website
85.4	Virements Further to the F and M Committee Meeting held on 18 th July 2018, it was recommended that Full Council look at any virements that were required in order to keep budgets in line.
86	Local Council Award Scheme
86.1	Rugeley Town Council was successful in applying for the Foundation Level of the Local Council Award Scheme in 2017. Following further work, it is recommended that the town council apply for the Quality Level of the Local Council Award Scheme (second level award). In order to apply, approval is sought for a budget of £150 which is required for the registration fee to NALC and an accreditation fee to the SPCA.
87	Community Governance Level 4 (CertHE)
87.1	The SLCC offer the above qualification (taking 2 years to complete) as part of the development of Clerks. The qualification builds on the GILCA and is tailored specifically to the needs of local council officers and therefore relevant to the work of the town clerk. Cllrs to discuss enrolling the Town Clerk on this qualification.
88	Centenary Memorial Bench
88.1	This November will see centenary events to mark the end of World War 1. Councillors are asked to consider the purchase of a remembrance bench to mark this occasion.
89	External Audit
89.1	The Town Clerk will report back on the findings of the external audit and the Annual Governance and Accountability Return. This item will be deferred to October if the reports have not been received
90	Risk Assessment and Policy Review Timetable
90.1	As part of good practice, it is necessary for the Full Council to revisit the Risk





Rugeley Town Council

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	Assessment for the town council in order to monitor risks and keep it up to date. Councillors will make adjustments to the risk assessment. Councillors will look at and amend if necessary, the Clerks and Councils Calendar to include dates for reviewing policies. – available via website
91 91.1	Councillor Vacancy Councillors to receive an update on the vacant position for Councillor.
92 92.1	Chairs / Vice Chairs Report The Chair / Vice Chair will report back on any events attended on behalf of the council.
93 93.1	Clerks Report The Clerk will report back on issues arising needing to be brought to the Councils attention. This will include the following project ideas: <ul style="list-style-type: none">• Little Green Frog Café• Schools history event
94 94.1	Date of Next Meeting: 3 October 2018

