



Dear Councillor,

April 2019

You are hereby summoned to attend a Full Council Meeting of Rugeley Town Council which will be held at the **Rugeley Town Council Offices**, Taylors Lane Rugeley at **7.30pm on Wednesday 3<sup>rd</sup> April 2019** at which the following business will be transacted.

*Hilary Goodreid*

Mrs H. Goodreid  
Town Clerk

## AGENDA

<b>1</b>	<b>To receive apologies (through the Clerk in accordance with Standing Orders)</b>
<b>2</b>	<b>Declaration of Personal &amp; Prejudicial interest in any item on the agenda</b> <i>(Note members should notify Monitoring officer within 28 days if not already declared)</i>
<b>3</b>	<b>To receive any requests for dispensation</b>
<b>4</b>	<b>Chair to close meeting for public session:</b> 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 15 minutes (5 minutes per speaker)
<b>5</b>	<b>To consider approving and signing the following council minutes:</b>
5.1	<ul style="list-style-type: none"><li>• Full Council meeting 6 March 2019</li></ul>
5.2	<ul style="list-style-type: none"><li>• Extraordinary Meeting of Full Council 20 March 2019</li></ul>
<b>6</b>	<b>Actions Arising</b>
6.1	Councillors to receive a verbal update on actions arising from the full council meeting held on 6 March 2019.
<b>7</b>	<b>Police Report</b>
7.1	A representative from the police has been invited to attend to report on crime figures and other police issues in the town. If the police are unable to attend, their report will be attached to the minutes.
<b>8</b>	<b>To note the minutes from the following committee meetings:</b>
8.1	<ul style="list-style-type: none"><li>• Community Engagement Committee held 13 February 2019</li><li>• Rose Committee held 13 February 2019</li><li>• Planning Committee held 20 February 2019</li><li>• Finance and Management Committee held 20 February 2019</li></ul>
<b>9</b>	<b>Recommendations from Committees</b>
	<u>Finance and Management Committee</u>
9.1	To recommend to Full Council that the new staffing structure for the Town Council be adopted.





## Rugeley Town Council

Rose Theatre and Community Hall  
Taylors Lane  
Rugeley  
Staffordshire  
WS15 2AA

Tel: 01889 574074

9.2	To recommend to Full Council that the job descriptions, statement of particulars and adverts be approved for the two new jobs in the Town Council.
<b>10</b> 10.1	<b>Interview Panel</b> If item 9 is approved, Cllrs are asked to agree an employment panel who would shortlist, interview and appoint to the two new posts.
<b>11</b> 11.1	<b>Christmas Lights Tender</b> To consider and make a decision on the shortlisted candidates for the Christmas Lights tender (Attached)
<b>12</b> 12.1	<b>Chairs / Vice Chairs Report</b> The Chair / Vice Chair will report back on any events attended on behalf of the council.
<b>13</b> 13.1	<b>Clerks Report</b> The Clerk will report back on issues arising needing to be brought to the Councils attention and will include: <ul style="list-style-type: none"><li>• Annual Assembly</li><li>• Youth Council</li><li>• Charter Fair</li><li>• Bags of Help Grant Application</li></ul>
<b>14</b> 14.1	<b>Exclusion of the Public</b> The public were asked to leave because of the likely disclosure of exempt information as defined in Public Bodies (Admissions to Meetings) Act 1960 Section 2.
<b>15</b> 15.1	<b>Staffing Matters</b> Cllrs to receive an update on staff issues.
<b>16</b> 16.1	<b>Date of Next Meeting</b> The date of the next meeting is scheduled for 15 <sup>th</sup> May 2019.

