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Minutes of Extraordinary Full Council 31 July 2019



Rugeley Town Council

Minutes of the extraordinary full council meeting of Rugeley Town Council held at the Rugeley Town Council Offices, Taylor's Lane, Rugeley, at 6.30pm Wednesday 31 July 2019.

PRESENT:

Councillors:

Mrs P Ansell	Mrs A Cooney	R Dipple
D Gaye	G Grant	C Green
M Grocott	I Hodgson	R Hughes
D Lucas	O Lyons	Mrs C Martin
Mrs C Panter-Hood	N Stanley	Ms A Szklarczyk
K Tait-Green	Mrs G Turner	

Also Present:

H Goodreid (Town Clerk)
Ms K Waterworth
Mr M Davey
Mr K Ansell

Min No	Item	Action
75 75.1	Apologies Apologies were received from Cllrs Elkin and Mahon.	
76 76.1	Declaration of Personal and Prejudicial Interests None	
77 77.1	To receive any requests for dispensation. The meeting was advised that Mr M Davey would be recording the meeting.	
78 78.1	To receive recommendations from Finance and Management Committee 17th July 2019 Discussions had taken place at a briefing session and at F and M Committee concerning the previously approved budget and the adverse effect on it following the theft. F and M Committee could confirm that there were sufficient funds to enable the council to undertake all of its commitments for the year as agreed. It was proposed that the council formally accept the budget and the impact on the reserves. <i>Proposed: Cllr Stanley; Seconded: Cllr Grant</i> It was agreed that the budget with the clarified Ear Marked Reserves be approved.	
78.2	At the full council meeting on 3 rd July, a number of questions had been asked by members of the public. Finance and Management Committee had looked at these questions and had unanimously agreed responses to the public for full council to consider. Questions were raised by Cllr Martin and discussed by Cllrs re the copies of the	

78.3	<p>approved minutes which had been attached for ease of reference. It was proposed that the responses to the 8 questions be agreed by Full Council. Cllr Gaye requested a recorded vote for this item. <i>Proposed; Cllr Grocott; Seconded; Cllr Grant</i> It was agreed that the responses to the questions be agreed and placed on the website. In Favour: 10 Against: 3 Abstain: 4</p> <p>Councillors received a paper concerning changes in working hours for the Town Clerk. <i>Proposed; Cllr Grant; Seconded: Cllr Lucas</i> The changes to the Town Clerks working hours be agreed.</p>	<p>Town Clerk to post Questions and Answers on the website with the minutes.</p> <p>Statement of Particulars for Town Clerk to go to F and M in September 2019</p>
79 79.1 79.2 79.3	<p>79 Council to review and approve the Annual Governance and Accountability Return (AGAR) for 2018/2019 A report had been submitted by the Internal Auditor for 2018/2019 which was to accompany the AGAR. It was requested that the Council consider the appointment of the Internal Auditor at the September full council meeting. It was proposed that the Council note the report. <i>Proposed; Cllr Stanley; Seconded; Cllr Grocott</i> It was agreed that the report from the Internal Auditor for 2018/2019 to accompany the AGAR be noted.</p> <p>Councillors considered the responses made to Section 1 of the AGAR – the Annual Governance Accounting Statement. Point 6 of this section re the Internal Auditor was questioned and discussed as to why a 'No' response was not being submitted. It was proposed that this be accepted and approved. <i>Proposed: Cllr Stanley; Seconded; Cllr Green</i> It was agreed that the Section 1 of the AGAR – Annual Governance Accounting Statement - be approved.</p> <p>Councillors considered Section 2 of the AGAR – the Accounting Statements. Councillors had originally been provided with a Section 2 which reflected the finances as agreed by RBS – this had the theft of the funding from 2018/19 placed in debtors. However Mazars – the External Auditors – had requested that the theft of the funding in 2017/18 and in 2018/19 be placed in Box 3 (shown as receipts as work was underway to try and recoup the money from various sources) and Box 6 (shown as a payment). It was proposed that the council approve the Section 2 finances in the format as recommended by Mazars. In addition it was further agreed that an accompanying statement be submitted which reflected the views of the council in the way in which the accounts were requested to be presented. <i>Proposed: Cllr Stanley; Seconded; Cllr Grocott</i> It was agreed that the amended Section 2 as requested by Mazars, be approved and submitted as part of the AGAR along with the accompanying statement.</p>	<p>Town Clerk to put item on review of appointment of Internal Auditor on September Full Council</p> <p>Town Clerk to submit the AGAR to Mazars with covering note re Section 2 submission reflecting the discussion.</p>
80 80.1	<p>80 Date of Next Meeting The next Full Council meeting would be 4th September 2019.</p>	

There being no further business the meeting closed at 7.40pm

Signed:

Date: 4th Sept 2019