



# Rugeley Town Council Report

## FULL COUNCIL MEETING

DATE: 03 October 2018

### ITEM 104 : FIREWORKS 2018

Following a meeting with the Joint Safety Advisory Group on Tuesday 25 September some concerns have arisen regarding the Fireworks Display Event.

The main concern is that a proper Fire & Event Safety Consultant has not been involved and requires that they do a plan showing occupancy, issues of the venue and resolutions. This plan would be a document that can be used as a template for further years and different events.

There were several other areas of concern raised by Staffordshire Fire, Licensing, Police and Environmental. These are the following:

- Secondary access
- Marshals Qualifications
- Marshal Training
- Capacity
- How dealing with alcohol sales
- SIA involvement
- Fencing around pitch
- Road Closure how stop people from congregating
- Use of tickets

The Fire Safety Consultant is £385 + VAT a day. This will include full calculations on occupancy, Risk Assessment and viability. This will come out of the Fireworks and Charter Fair budget.

A meeting will take place with the Fire Service, CCDC, Cricket Club and Fire & Event Safety Consultant on Friday 28 September. Councillor David Hancock will give a further verbal update and answer questions at the meeting.





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### ITEM 105 : LDD Group

CESS previously oversaw the LDD Group that ran at the Theatre. Currently the group is waiting for some leadership and the Council has been invited to take over the running of the LDD Group.

The balances in CESS's bank account are approximately £7000 of which £2750 is earmarked for work on the Community Garden at the top of the Rose Theatre Car Park.

### Proposal

It is recommended that Rugeley Town Council take over the management and operation of the group and its finances. Day to day management of the group would be through the Rose Committee.

Currently the LDD group have free use of the Landor Suite on a Monday night. This would not affect bookings as if something came in for the Theatre the Chamber would be used instead and a member of staff is already in for a Current Booking so no extra staff costs would be incurred. The LDD group has subscriptions for those that attend which pays for supplies and activities. The only other expenditure is for the Group Leader which would currently be paid for out of the monies transferred from CESS and funding would be sourced from local community grants for this to continue and improve the group. The Cost of the Group Leader is £20 per Monday.

This LDD Group is the only one in this local vicinity and has a great attendance rate. The children are desperate for the group to restart and it would be great if the Council could continue this venture.



RUGELEY TOWN COUNCIL - ETCHING HILL WARD BY-ELECTION THURSDAY 30 AUGUST, 2018SCHEDULE OF CHARGESPOLLING STATION COSTS:

STAFF COSTS, TRAINING, INSPECTIONS, PREMISES, DELIVERY OF BOOTHS,  
BALLOT BOX PREP. PRINTING COSTS, ROOM HIRE FOR TRAINING £2,636.30

POSTAL VOTE COSTS:

PRINTING, POSTAGE (OUT), QUALITY CHECKS, POSTAGE (RETURNS),  
ROOM HIRE FOR OPENING AND STORAGE, STAFF COSTS FOR OPENING  
AND VERIFICATION £3,083.84

COUNT COSTS:

STAFF, ROOM HIRE, PAPERWORK £516.55

OTHER COSTS:

RETURNING OFFICER, PAYROLL £473.79

TOTAL

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£6,710.48