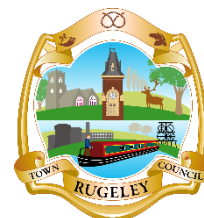


# RUGELEY TOWN COUNCIL

Town Clerk: Mrs Hilary Goodreid CiLCA PSLCC  
E: [clerk@rugeleytowncouncil.gov.uk](mailto:clerk@rugeleytowncouncil.gov.uk)



Public and Press are invited to a **Full Council Meeting** of Rugeley Town Council which will be held at the Council Chamber, Rugeley at **7.30pm on Wednesday 6<sup>th</sup> April 2022** at which the following business will be transacted.

*Hilary Goodreid*

Mrs H Goodreid  
Town Clerk

## AGENDA

<b>1</b>	<b>Apologies</b>
1.1	To receive any apologies (through the Clerk in accordance with Standing Orders)
<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>
4.1	Members of the public are invited to address the Council on any issue over which it has a power.
<b>5</b>	<b>Chair to reopen the council meeting.</b>
<b>6</b>	<b>To consider approving and signing the following council minutes:</b>
6.1	<ul style="list-style-type: none"><li>• Extraordinary Full Council Meeting 2<sup>nd</sup> March 2022</li><li>• Full Council 2<sup>nd</sup> March 2022</li></ul>
<b>7</b>	<b>Actions Arising</b>
7.1	Councillors to receive a verbal update on any actions arising from the previous full council meeting not covered on the agenda.
<b>8</b>	<b>To note the minutes from the following committee meetings:</b>
8.1	<ul style="list-style-type: none"><li>• Rose Committee 9 February 2022</li></ul>
8.2	<ul style="list-style-type: none"><li>• Community Engagement Committee 9 February 2022</li></ul>
8.3	<ul style="list-style-type: none"><li>• Planning Committee 16 February 2022</li></ul>
8.4	<ul style="list-style-type: none"><li>• Finance and Management Committee 16 February 2022</li></ul>
<b>9</b>	<b>Policies</b>
9.1	As agreed at February Full Council meeting, Councillors will undertake a review of all council policies over the coming months. Councillors are asked to consider the following policies, make any amendments, and approve them. <b>Attached</b>

9.2	<ul style="list-style-type: none"> <li>• Time off for Dependents Policy</li> <li>• Gender Equality Policy</li> <li>• Equal Opportunities Policy</li> <li>• Lone Worker Policy and Risk Assessment Policy</li> <li>• Maternity, Paternity and Adoption Policy</li> <li>• Children, Young People and Vulnerable Adult Policy</li> <li>• Whistleblowing Policy</li> </ul>
9.3	
9.4	
9.5	
9.6	
9.7	
9.8	
<b>10</b>	<b>Recommendation from Finance and Management Committee 16<sup>th</sup> March 2022</b>
10.1	<u>Standing Orders</u> - Councillors are asked to consider amending the Standing Orders so that the Town Clerks appraisal is undertaken by the Chair of the Council and the Town Clerk will undertake all staff appraisals. All appraisals would be copied to F and M Committee. <b>Attached</b>
10.2	<u>Debtor</u> - Further to discussion on 2 <sup>nd</sup> March Full Council, Cllrs are asked to consider actions relating to writing off all but £17,005 of the RM Debtor to the council. <b>Attached</b>
10.3	<u>Ukrainian appeal</u> – following the decision of F and M Committee to make a cash donation of £1,000 to the Disasters Emergency Committee, Cllrs are asked to consider making an additional financial contribution. <b>Attached</b>
<b>11</b>	<b>Complaints Committee / Councillors Co-option</b>
11.1	Councillors to receive a report on the position of co-opted councillor and the associated complaint. <b>Attached</b>
<b>12</b>	<b>Chairs and Vice Chairs Report</b>
12.1	The Chair and Vice Chair will report on any events attended since the last meeting.
<b>13</b>	<b>Exclusion of the Public</b>
13.1	The public will be excluded because of the likely disclosure of exempt information as defined in Public Bodies (Admissions to Meetings) Act 1960 Section 2.
<b>14</b>	<b>Staffing Matters</b>
14.1	Cllrs to receive a report on possible amendments to staffing contracts.
<b>15</b>	<b>Date of Next Meeting</b>
15.1	To note the date of the next monthly Full Council meeting as being 4 <sup>th</sup> May 2022.