

Signed:

*Patricia Russell*

Minutes Extraordinary Full Council 29 July 2020



# Rugeley Town Council

Minutes of the Extraordinary meeting of Rugeley Town Council held online at  
7.30pm Wednesday 29<sup>th</sup> July 2020.

PRESENT:

Councillors:

Mrs P Ansell	R Dipple
D Gaye	G Grant
C Green	I Gunner
I Hodgson	R Hughes
Ms O Lyons	Ms N Mahon
Mrs C Martin	Mrs C Panter-Hood
N Stanley	Ms A Szklarczyk
K Tait-Green	Mrs G Turner
J Williams	


Also Present:

H Goodreid (Town Clerk)  
K Roberts (Responsible Financial Officer)  
1 member of public

Min No	Item	Action
<b>1</b> 1.1	<b>Apologies</b> Apologies were accepted from Cllrs Cooney and Elkin.	
<b>2</b> 2.1	<b>Declaration of Personal and Prejudicial Interests</b> None were received	
<b>3</b> 3.1	<b>To receive any requests for dispensation</b> None were received	
<b>4</b> 4.1	<b>The Chair closed the meeting for the Public Session.</b> Laura Dunning from Power For All spoke on the matter of a Regeneration Officer for Rugeley. It was understood that a meeting of a dedicated steering group to discuss this role was scheduled for Friday 31 <sup>st</sup> July. The questions raised by the Power for All group would be put to the steering group for consideration.	Questions to be taken to steering group meeting
<b>5</b>	<b>Chair closed the public session and reopened the meeting.</b>	
<b>6</b> 6.1	<b>Council to review and approve the Annual Governance and Accountability Return (AGAR) for 2019/2020</b> Cllrs considered approving Section 1 of the AGAR which relates to the	

6.2	<p>system of internal control including the preparation of the Accounting Statements.  <i>Proposed: Cllr Stanley; Seconded: Cllr Green</i>  <b>It was agreed that Section 1 of the AGAR be approved and signed off.</b></p> <p>Cllrs considered approving Section 2 of the AGAR which is the Accounting Statements for the 2019/2020 financial year.  <i>Proposed: Cllr Stanley; Seconded@ Cllr Panter-Hood</i>  <b>It was agreed to approve Section 2 of the AGAR and it was signed off.</b></p>	Clerk to post the Notice of Commencement of Audit and send AGAR to Mazars.
7 7.1	<p><b>Exclusion of the Public</b>                  The public are asked to leave because of the likely disclosure of exempt information as defined in Public Bodies (Admissions to Meetings) Act 1960 Section 2.</p>	
8 8.1  8.2	<p><b>Recommendations from Finance and Management Committee</b>                  Councillors considered the matter of the contract for the Internal Auditor as the current contract had now come to an end with the submission of the 2019/2020 AGAR. It was proposed that a tender document be sent to the Internal Auditors on the list given by SPCA.  <i>Proposed: Cllr Hodgson; Seconded: Cllr Martin</i>  <b>It was agreed that a tender be sent out to seek a new internal auditor for 2020/2021.</b></p> <p>On the 29<sup>th</sup> July the F and M Committee held an extraordinary meeting to consider the financial situation of the town council given the restrictions imposed by Covid 19 on the reopening of the theatre. It was proposed that an extraordinary meeting of the full council be held on Tuesday 4<sup>th</sup> August at 7pm to further consider finances.  <i>Proposed: Cllr Stanley; Seconded: Cllr Mahon</i>  <b>It was agreed that an extraordinary meeting of the full council be held at 7pm on Tuesday 4<sup>th</sup> August.</b></p>	Clerk to send out tender documents to Internal Auditors  Clerk to call meeting
9 9.1	<p><b>Discussions re insurance claim and implications.</b>                  Cllrs considered the claim and it was agreed that the Town Clerk would get in touch with the brokers Came and Company, and ask for written confirmation of the discussions held with Ecclesiastical Insurance and the Ombudsman.</p>	Clerk to contact Insurance

There being no further business the meeting closed at 8.45pm

Signed: 

Date: 2nd Sept 2020