



Rugeley Town Council

Minutes of the Community Engagement Committee held in the Council Chamber
at 8.00pm Wednesday 8th September 2021.

PRESENT: Councillors: P. Ansell A. Cooney
C. Green (Vice Chair) I. Gunner
I. Hodgson (Chair) N. Mahon
G. Turner

ALSO PRESENT: H Goodreid – Town Clerk
S Bird – Development Manager

Min No	Item	Action
43 43.1	Apologies Apologies were received from Cllrs Lyons and Stanley.	
44 44.1	Declarations of Interest Cllrs Cooney, Green and Hodgson declared an interest and sought dispensation to speak on the items related to the Christmas events and town centre activities as all were traders in the town and Cllrs Cooney and Green are on the Rugeley Lotto Events committee. Dispensation was granted.	
45 45.1	Chair to close the meeting for the public session. No members of the public were in attendance and no questions had been submitted.	
46	Chair to reopen meeting	
47 47.1	Minutes The Minutes of the Community Engagement Committee held on 14 th July 2021 were approved as a true and accurate record. <i>Proposed: Cllr Green; Seconded: Cllr Turner</i> It was agreed that the minutes of the meeting held on 14th July 2021 be approved.	
47.2	It was proposed that the notes from of the Zoom meeting held on 9 th August 2021 to consider matters around the Christmas Market, be	

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	<p>considered as an informal meeting and decisions made at that meeting will be brought to the Committee meeting at item 50 for consideration. <i>Proposed; Cllr Green; Seconded: Cllr Ansell</i></p> <p>It was agreed that the meeting held 9th August will be considered as an internal meeting only as it was held on Zoom. Any matters considered at that meeting will be confirmed at item 50 on this agenda.</p>	
48 48.1	<p>Matters Arising from the Minutes</p> <p>All matters arising had been dealt with or were on the agenda. 30.6 – Working group has been set up, approved by Full Council, to look at the matter of safety in the town centre and additional bollards.</p>	
49 49.1	<p>Income and Expenditure Report</p> <p>Councillors reviewed and noted the accounts for July and August 2021 for the Community Engagement Committee.</p>	
Item 51 was heard at this point		
50 50.1	<p>Christmas</p> <p>By way of formalising decisions made on 9th August internal meeting, the following were noted:</p>	
50.2	<p>That the Gold Package by Sketts be booked for the Christmas Market which would give us 40 stalls with lighting and with covers (clear to rear) at a unit price of £30 each plus £140 set up and clearing charge.</p>	
50.3	<p>That the Rugeley Lotto act as facilitator to hold the funds for the booking of the Christmas market. Refunds would be made from the Lotto and income would be transferred to the Town Council account when final numbers were known. This would be clarified in a written agreement between the Town Council and the Lotto.</p>	
51 51.1	<p>Development Manager Update</p> <p><u>Food and Film Festival</u></p> <p>Following discussion with Cllrs, it was agreed to cancel this owing to an outbreak of Covid affecting the cinema provider. An alternative supplier was unavailable at short notice. An insurance claim has been made for the event. An application has been made to Heritage Lottery fund to see if the funding for the cinema could be swapped to be used in town for small screening of films on Artisan Market Days.</p>	
51.2	<p><u>Decision of Future Events</u></p> <p>Concern that the past two events that we have organised have had a poor uptake of ticket sales from the community. This raised the question concerning whether the events being arranged were what the community were looking for. It was felt that an Online Survey / Facebook Survey be developed but supported with paper survey to be handed out at artisan markets.</p>	
51.3	<p><u>Energy Arts Project</u></p> <p>Zero Carbon Rugeley / Keele University have created a full day event on Saturday 23rd October at the Rose Theatre with business advice</p>	

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	<p>sessions / children film sessions / mini science fair etc / display of completed towers / food trucks.</p>	
51.4	<p><u>Artisan Market</u> Seeing an increasing number of stalls each month with 23 stalls attending September market. This has seen the market spread further in town. The aim is that the market will spread throughout town, but this will take time as the number of market stalls increases.</p>	
51.5	<p><u>Return to the High Street Fund</u> Officers have been in touch with CCDC regarding use of the return to the high street funding for future events. This funding provided the balloon modeller and street performers at recent artisan markets.</p> <p>Cllr Gunner suggested that we encourage the local Staffordshire Horn Dance to perform in Rugeley on one market day.</p> <p>Question was raised about the banners advertising the Artisan Market. It was agreed that the banners would be rewritten to say market would be on the First Saturday of the Month which would take away the urgency of getting the banners down immediately after each market.</p> <p>It was further agreed that Cllrs take responsibility for putting up and removing the 6 banners. Return to the High Street Fund has also offered funding for the tree wrapped lights. With the folding of the monthly Rugeley Lotto, the DJ will no longer be funded to attend. The RTTHSF fund will fund busker spots and buskers to perform at the markets – the practicalities of this were still being looked at.</p>	
51.6	<p><u>Key Worker Event</u> This had been discussed in July's meeting to use the Rose Theatre on 26th November. Unfortunately, the theatre is already booked, and theatre staff will not be available to help. It was proposed that as the theatre was not available, the project be amended to invite 40 publicly nominated local 'heroes' to switch on the Christmas lights – the 40 would be given a £25 voucher each to be used at Rugeley restaurants and shops. A nomination form would be placed on Facebook asap so that Full Council can decide on the final 40 at the October Full Council Meeting. The funding for the vouchers and the decoration of the light switch on stand etc would come from the 4196 Community Initiatives budget using the legal power of the General Power of Competence.</p> <p><i>Proposed: Cllr Mahon; Seconded: Cllr Cooney</i></p> <p>It was agreed that a maximum budget of £1,000 be used to thank up to 40 key workers who will be invited to turn on the Christmas Lights.</p>	
51.7	<p><u>Christmas</u> Bookings have already been undertaken for activities for the event. Clerk, Development Manager and Rugeley Lotto were to meet later in the week to arrange and formalise arrangements.</p>	

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51.8	<u>Community Initiatives Budget</u> Cllrs discussed possible support of activities at the skate park on Hagley Field. Clerk to bring a report on options to a future meeting.	
51.9	<u>Remembrance Event</u> A quote had been received from Estate Signs to put up the poppy waterfall and lamppost poppies around town. It was proposed to accept the quote at a cost of £1,100 + VAT. <i>Proposed: Cllr Mahon; Seconded: Cllr Green</i> It was agreed that £1,100 + VAT be used to pay for the poppy waterfall and lamppost poppies.	
52 52.1	Date of Next Meeting Community Engagement Committee would be held on Wednesday 13 th October 2021 at 8.00pm.	

The meeting closed at 9.12pm

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