



# Rugeley Town Council

Minutes of the Finance and Management Committee held in the Council Chamber at 7.30pm Wednesday 15<sup>th</sup> September 2021.

COUNCILLORS: B. Dipple D. Gaye  
G. Grant I. Hodgson (Vice Chair)  
R. Hughes N. Stanley (Chair)  
A. Szklarczyk

ALSO PRESENT: H Goodreid – Town Clerk

Min No	Item	Action
<b>54</b> 54.1	<b>Apologies</b> Apologies were received from Cllrs Cooney, and Martin.	
<b>55</b> 55.1	<b>Declarations of Interest</b> Cllr Hodgson declared an interest in the sign sheet as his company was one of payees.	
<b>56</b> 56.1	<b>Chair to close meeting for public session</b> No members of the public were in attendance.	
<b>57</b>	<b>Chair reopened the Meeting.</b>	
<b>58</b> 58.1	<b>Minutes</b> It was proposed that the minutes of the meeting held 21 <sup>st</sup> July 2021 be accepted and signed. <i>Proposed: Cllr Dipple; Seconded: Cllr Hodgson</i> <b>The minutes were accepted as a true and correct record.</b>	
58.2	<b>Matters Arising</b> All matters had been dealt with or were on the minutes.	
<b>59</b> 59.1	<b>Payments</b> It was proposed that all payments recorded for July 2021 and on the creditors list be approved. <i>Proposed: Cllr Grant; Seconded; Cllr Dipple</i>	Payments to be attached to the minutes.

59.2	<p><b>The payments were approved and signed and are attached to the minutes.</b></p> <p>It was proposed that the claim made by Cllr Mahon for £60 which had been paid to the busker at the September Artisan Market, be removed from the sign list and the payment referred to Community Engagement Committee for approval and a letter be written to Cllr Mahon to clarify financial procedures of the Town Council. <i>Proposed: Cllr Hughes; Seconded: Cllr Dipple</i></p> <p><b>It was agreed that the £60 payment be referred to CEC and a letter be written to Cllr Mahon clarifying financial procedures of the Town Council.</b></p>	
59.3	<p>It was proposed that the remaining payments to 15<sup>th</sup> September 2021 be approved. <i>Proposed: Cllr Dipple; Seconded: Cllr Grant</i></p> <p><b>It was agreed that the remaining payments on the sign sheet to 15<sup>th</sup> September be approved.</b></p>	
<b>60</b>	<b>Bank Reconciliations</b>	
60.1	<p>Each of the July and August bank reconciliations for the separate accounts and the 3 petty cash accounts were considered and proposed for approval. <i>Proposed; Cllr Hodgson; Seconded; Cllr Gaye</i></p> <p><b>It was agreed that the July and August bank reconciliations be approved as a true record.</b></p>	Bank Reconciliations to be attached to the minutes.
<b>61</b>	<b>Income and Expenditure Report</b>	
61.1	<p>The Income and Expenditure reports for July and August 2021 were proposed for approval. <i>Proposed: Cllr Dipple; Seconded: Cllr Hodgson</i></p> <p><b>It was agreed to approve the income and expenditure reports to 15<sup>th</sup> September 2021.</b></p>	
<b>62</b>	<b>Standing Committee Terms of Reference.</b>	
62.1	<p>Cllrs had received a paper which suggested changes to the Terms of Reference (TOR). It was acknowledged that given recent discussions held between councillors over the roles and authorities of the committees, the opportunity existed for the suggested changes to clarify the remit of the committees and their members. It was proposed to recommend to Full Council that the changes to the TOR be agreed. <i>Proposed; Cllr Hodgson; Seconded: Cllr Dipple</i></p> <p><b>It was agreed to recommend that Full Council approve the revised Terms of Reference.</b></p>	Clerk to place item on Full Council agenda.
<b>63</b>	<b>Extraordinary Council Meetings</b>	
63.1	<p>It was proposed to recommend to Full Council that the extraordinary meetings held by Full Council in July and August, and the Community Engagement Committee held in August, be considered as informal</p>	

Signed:

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	<p>council meetings only. It was further proposed that the notes from the meetings be recognised as internal discussions only.  <i>Proposed; Cllr Hughes; Seconded: Cllr Grant</i>  <b>It was agreed that the recommendation go to Full Council.</b></p>	<p>To be put on October Full Council agenda for consideration</p>
<p><b>64</b> 64.1</p>	<p><b>Officer Working Groups</b>  Cllrs considered developing a report to go to Full Council around the role of Cllrs in project development meetings. It was agreed that the Clerk develop a paper for consideration by Full Council which would look at the varying roles of Cllrs and officers in the development of initiatives for consideration by the Full Council and Committees.</p>	<p>Clerk to develop a paper for Full Council consideration.</p>
<p><b>65</b> 65.1</p>	<p><b>Banking and Investment Strategy</b>  Following minute 44.6 Full Council July 2021 and minute 50.4 F &amp; M Committee July 2021, Cllrs received a revised Banking and Investment Strategy for consideration. The document had been amended to reflect the legal standing for the strategy.  It was proposed that this revised document be brought to Full Council in October for consideration.  <i>Proposed: Cllr Grant; Seconded: Cllr Hughes</i>  <b>It was agreed to recommend that Full Council approve the revised Banking and Investment Strategy.</b></p>	<p>To be put on October Full Council agenda for consideration</p>
<p><b>66</b> 66.1</p>	<p><b>Business Plan</b>  Following minute 48.1 Full Council July 2021, Cllrs were asked to consider revisions to the Business Plan. It was proposed that the revised Business Plan be put to Full Council for consideration, but additions should be made to highlight the opportunity of working with the NHS / Clinical Commissioning Group in the town.  <i>Proposed; Cllr Grant; Seconded: Cllr Hughes</i>  <b>It was agreed to recommend that Full Council approve the revised Business Plan which will include the addition of working with the NHS and CCG.</b></p>	<p>To be put on October Full Council agenda for consideration</p>
<p><b>67</b> 67.1</p>	<p><b>Environmental Issues at Elmore Park</b>  Following minute 66.3 Full Council September 2021, Cllrs were asked to consider the future role that could be played to support the humane removal of geese from Elmore Park. Cllrs were aware that the initial removal of geese was only the beginning of a longer-term plan and should CCDC seek support from the town council at a future date, it would be brought to Full Council for consideration.</p>	
<p><b>68</b> 68.1</p>	<p><b>Date of Next Meeting</b>  The date of the next meeting is Wednesday 20<sup>th</sup> October 2021.</p>	

There being no further matters the meeting concluded at 8:47pm

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