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# Rugeley Town Council

Minutes of Full Council Meeting held at the Rugeley Town Council Offices  
7.30pm Wednesday 6<sup>th</sup> July 2022.

PRESENT:

Councillors:

P Ansell	A Cooney
R Dipple	D Gaye
G Grant	C Green
I Gunner	I Hodgson
R Hughes	O Lyons
C Martin	C Panter-Hood
I Pyke	N Stanley
K Tait-Green	

Also Present:

H Goodreid (Town Clerk)  
A Mantle (Administrative Officer)  
SCC Cllr Peter Kruskonjic  
CCDC Cllr Charlie Frew  
Mark Keeling SCC Highways  
Kathryn Downs CCDC Chase Pride

Min No	Item	Action
<b>50</b> 50.1	<b>Apologies</b> Apologies were received from Cllrs Mahon and Turner.	
<b>51</b> 51.1  51.2	<b>Declaration of Personal &amp; Prejudicial interest</b> Cllr Lyons declared a personal and prejudicial interest in items 64 and 65 from her role as a CCDC Cllr and as the Honorary Chair of the Rifle Club and as a Governor at Forest Hills School  Cllr Hughes declared a prejudicial interest in item 64 from his role as a CCDC Cllr	
<b>52</b> 52.1	<b>To receive requests for any dispensation</b> None	
<b>53</b> 53.1	<b>Chair to close meeting for public session</b> No questions were brought from the public in attendance.	
<b>54</b>	<b>Chair to reopen the council meeting</b>	

<p><b>55</b> 55.1</p> <p>55.2</p>	<p><b>Kathryn Downs – CCDC Chase Pride</b></p> <p>The idea of Chase Pride was first established in 2019 but owing to Covid, all arrangements were delayed. For this reason, the first actual event will take place in Hednesford on 3<sup>rd</sup> September 2022. A section of the park will be cordoned off and entrance will be via tickets only. It is hoped to attract around 4 – 8,000 people.</p> <p>Planning is already underway for Chase Pride to be held in Rugeley in September 2023 – for this event the group are looking for representatives to be on the Committee and for financial support. The date and location are yet to be confirmed. Cllrs supported the idea of Chase Pride coming to Rugeley providing it did not clash with other local events. Cllr Green agreed to sit on the organising committee.</p>	<p>Item to be placed on future agenda for Cllrs consideration</p>
<p><b>56</b> 56.1</p> <p>56.2</p> <p>56.3</p> <p>56.4</p>	<p><b>State of Paving in Rugeley Town Centre</b></p> <p>Mark Keeling – Highways Engineer from SCC spoke to the meeting on this item. A detailed inspection of the pedestrianised area of Rugeley had been undertaken the previous week following another incident of someone being injured whilst walking in town.</p> <p>The main problem in the town seemed to be around the York stone slabs and the pointing between them which had crumbled away. It was acknowledged that with transits / trucks ignoring the pedestrianisation regulations, the weight of the vehicles was adding to the fragility of the paving.</p> <p>Cllrs were assured that monthly inspections of the paving takes place where the guidance is that should a block be raised more than 20mm above neighbouring blocks, this was a trip hazard. This did not address the missing pointing between the York slabs in which shoe heels were getting caught causing trip hazards. SCC were advising that when inspecting the paving, ease of access for wheelchair users was an important factor.</p> <p>Cllr Lyons raised the issue that the use of the police to enforce against traffic in the town centre was being looked at. Mark Keeling and SCC Cllr Kruskonjic would be meeting with Cllr Cooney in the following week to be shown problem areas.</p>	
<p><b>57</b> 57.1</p> <p>57.2</p>	<p><b>To consider approving and signing council minutes</b></p> <p>It was proposed to accept the minutes of the Annual Parish Assembly held on 1<sup>st</sup> June 2022. <i>Proposed: Cllr Cooney; Seconded: Cllr Dipple</i> <b>The minutes were agreed.</b></p> <p>It was proposed to accept the minutes of the Full Council Meeting held on 1<sup>st</sup> June 2022. <i>Proposed: Cllr Dipple; Seconded: Cllr Panter-Hood</i> <b>The minutes were agreed.</b></p>	

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<b>58</b> 58.1	<b>Actions Arising</b> All actions had either been completed or were on the agenda for this meeting.	
<b>59</b> 59.1 59.2 59.3 59.4	<b>To note the minutes from the following council meetings:</b> Rose Committee 11 May 2022 Community Engagement Committee 11 May 2022 Planning Committee 18 May 2022 Finance and Management Committee 18 May 2022  These were noted.	
<b>60</b> 60.1	<b>Internal Auditor to report</b> Unfortunately, the Internal Auditor was unable to attend as she had Covid. Cllrs noted the Internal Audit report and were informed that the matter around recording the VAT for the Rose Theatre had been clarified. It was proposed to accept the Internal Audit report for 2021/2022. <i>Proposed: Cllr Hodgson; Seconded: Cllr Gaye</i> <b>The motion was agreed</b>	
<b>61</b> 61.1  61.2	<b>To consider issues raised in the Annual Parish Assembly</b> The only item for discussion at the Annual Parish Assembly had been the question over whether we should continue to provide the Charter Fair in the traditional format i.e. charity stalls, parade, attractions and funfair on Green Lane or should it change format and become an event held in the town centre similar to the Jubilee event.  A questionnaire would be sent to all residents as part of the next newsletter and this would be considered at the next Community Engagement Committee being held on 13 <sup>th</sup> July.	
<b>62</b> 62.1  62.2	<b>Boundary Commission Review</b> The District Council political boundaries were currently out for consultation. The review is triggered as there has been an increase in properties of more than 10% in Norton Canes and planned for Brereton. It is anticipated that the review will have the following effect: <ul style="list-style-type: none"><li>• The number of CCDC Cllrs will reduce from 42 to 36</li><li>• The number of CCDC Cllrs representing each ward will be the same number</li><li>• The number of electors per ward will be the same</li></ul> This will ultimately influence Rugeley Town Council boundaries as they need to be conterminous, but this town council review will be in another year or so. The District Council review is hoped to be with parliament in 2024 when all CCDC Cllrs will be up for election.	

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<p><b>63</b> 63.1  63.2  63.3  63.4</p>	<p><b>Ukrainian Support</b> Cllrs received a report on this matter. At the last Full Council meeting it had been agreed to consider the possible funding of membership to Rugeley Leisure Centre to support their mental and physical wellbeing. It was now understood that CCDC would offer reduced membership for the Ukrainian refugees.</p> <p>Alison Mantle updated Cllrs on the spend of the money agreed for welcome gifts to the refugees. The budget had now been utilised and additional funds were requested.</p> <p>It was proposed that the £1,000 allocated to World Kitchen but unspent, be reallocated to provide additional welcome gifts to the new intake of refugees. <i>Proposed: Cllr Dipple; Seconded: Cllr Panter-Hood</i> <b>The motion was agreed</b></p> <p>It was proposed that for those refugees wanting to join the leisure centre, they pay for the admin fee and then the Town Council will pay for the annual membership fee. The initial £2,000 funding for this would come from general reserves. <i>Proposed: Cllr Dipple; Seconded: Cllr Ansell</i> <b>The motion was agreed</b></p>	
<p><b>64</b> 64.1  64.2  64.3  64.4  64.5</p>	<p><b>Community infrastructure Levy</b> Cllrs Hughes and Lyons left the room for this item.</p> <p>The district council had provided a list of projects on which they would be looking to spend any incoming CIL funds. The Town Council currently has approx. £9,500 in CIL for use on local community initiatives with no projects allocated to it.</p> <p>Cllrs raised the matter of the £26,000 CIL which had been received by CCDC for the Lea Hall Tennis Courts and should have been spent in Rugeley/Brereton. Cllr Gunner raised the question over the £1.4m funding allocated to the heritage trail as it was unclear how this had been spent.</p> <p>Cllrs were aware that the Neighbourhood Plan group had not met for a while and this needed to be resurrected as with a NP, the town council would get 25% allocation of CIL rather than 15%.</p> <p>Projects considered for the future use of CIL included culling of geese on Elmore Park, Outdoor Gym and the Heritage Walk on Hagley Field.</p>	
<p><b>65</b> 65.1  65.2</p>	<p><b>Requests for Community Funding</b> Cllr Lyons left the room for this item.</p> <p>Forest Hills school was seeking funding for inspirational workshops offering support for mental and physical health of the pupils. It was proposed that rather than offering funding through the crowdfunding</p>	<p>£1,000 to be given as a one off</p>

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	<p>page, a one-off grant of £1,000 be given direct to the school for this purpose.  <i>Proposed: Cllr Cooney; Seconded: Cllr Martin</i>  <b>The motion was agreed</b></p>	<p>grant to Forest Hills School</p>
65.3	<p>Rugeley Rifle Club and Vysions Youth Service were seeking funding for a 7-day summer activity camp on Burntwood Camping Site. It was proposed that a one-off grant of £1,000 be given to the group for this camp.  <i>Proposed: Cllr Dipple; Seconded: Cllr Hughes</i>  <b>The motion was agreed</b></p>	<p>1,000 to be given as a one off grant to Rugeley Rifle Club and Vysions Youth Service</p>
<b>66</b>	<b>Chairs and Vice Chairs Report</b>	
66.1	<p>Cllr Stanley had attended the Ukrainian welcome evening at the Rose Theatre that evening.</p>	
66.2	<p>Cllr Green had attended the Lichfield vs Swinfen Bowls challenge by Lichfield City Council and had attended the Licensing Service for Reverend Cath Leighton at St John the Baptist, Church Lane, Armitage.</p>	
<b>67</b>	<b>Exclusion of the Public</b>	
67.1	<p>The public were excluded because of the likely disclosure of exempt information as defined in Public Bodies (Admissions to Meetings) Act 1960 Section 2.</p>	
<b>68</b>	<b>Staffing Matters</b>	
68.1	<p>Cllrs received a recommendation from the F and M Committee on 15<sup>th</sup> June regarding the salary for the Development Manager. It was proposed that the salary for the post now be on SCP 29-32.  <i>Proposed: Cllr Hughes; Seconded: Cllr Cooney</i>  <b>The motion was agreed</b></p>	
68.2	<p>Cllrs received the appraisals for the Town Clerk, Development Manager, RFO and Administrative Officer. These were noted and it was proposed that funding be found for the Administrative Officer to undertake Certificate in Local Council Administration (CiLCA) training on the understanding that the cost would be paid back in increments if the post holder left the post within two years of qualifying.</p>	
<b>69</b>	<b>Date of Next Meeting</b>	
69.1	<p>It was noted that the date of the next meeting would be 14<sup>th</sup> September 2022*.           *This meeting is one week later than usual.</p>	

The meeting finished at 9.25pm.

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