

Signed: [REDACTED]



Rugeley Town Council

Minutes of Full Council Meeting held at the Rugeley Town Council Offices
7.30pm Wednesday 14th June 2023.

PRESENT:

Councillors:

P Ansell	C Barkas
W Clark	A Cooney
M Davey	C Green (Vice Chair)
D Gaye	I Hodgson
K Hart	D Lucas
R Hughes	O Lyons
A Miller	I Pyke
P Sparkes	N Stanley (Chair)

Also Present:

H Goodreid (Town Clerk)
S Bird (Development Manager)
A Mantle (Administrative Officer)
3 members of the public

Min No	Item	Action
36 36.1	Apologies Apologies were received from Cllr Focac.	
37 37.1	Declaration of Personal & Prejudicial interest None	
38 38.1	To receive requests for any dispensation None	
39 39.1	Chair to close meeting for public session No items were raised.	
40	Chair to reopen the council meeting	
41 41.1	To consider approving and signing Full Council minutes from 3rd May 2023 It was proposed to accept the minutes of the Full Council Meeting held on 3 rd May 2023. <i>Proposed: Cllr Green; Seconded: Cllr Ansell</i>	

	The minutes were agreed.	
42	Actions Arising	
42.1	The permits for the residents of the Almshouses had been created and were with the Theatre Manager for distribution.	
42.2	Cllr Cooney requested that the information from the Energy Box company re the solar panels be passed to Cllr Lucas.	Admin Officer to pass information.
43	Rose Theatre Building Works	
43.1	<u>Mens urinals</u> There were problems with a backflow through the traps in the urinals causing waste to come back through the wall tiles. Two quotes had been received and it was proposed to accept the cheaper of the two quotes at a cost of £950 + VAT. <i>Proposed: Cllr Green, Seconded: Cllr Cooney</i> The motion was agreed.	Theatre manager to coordinate work
43.2	<u>Flat Roof Works</u> The works to the flat roof had been halted whilst the revised lease was agreed. This was now with solicitors and once signed and sealed by the Town Clerk, works would restart. A copy of the lease would again be sent to Cllr Davey.	
43.3	<u>Pitched Roof</u> Additional issues had arisen with the pitched roof and this would be the subject of a future report to council.	
44	Council Policies	
44.1	Cllrs were made aware of the policies which guide the Council, Councillors and Staff. All policies are available on the website.	
45	Co-option	
45.1	Following the elections in May, the Council had 17 of the 19 Councillors spaces filled. It was proposed to go straight to co-option as these were Ordinary Vacancies. An advert would be placed on the Website, Facebook and Noticeboards. A deadline would be set to allow for candidates to be heard before the Full Council meeting on 5 th July 2023. <i>Proposed: Cllr Green; Seconded: Cllr Cooney</i> The motion was agreed.	Town Clerk to action
46	Email Addresses	
46.1	The following councillors requested a rugeleytowncouncil.gov.uk email address: Barkas, Davey, Gaye, Hart, Hughes, Lyons, Miller, Pyke, Sparkes, Stanley.	Admin Officer to arrange.
47	Chairs and Vice Chairs Report	
47.1	No events had been attended	

Signed:



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<p>48 48.1</p>	<p>Exclusion of the Public It was moved that the public be excluded because of the likely disclosure of exempt information as defined in Public Bodies (Admissions to Meetings) Act 1960 Section 2</p>	
<p>49 49.1 49.2</p>	<p>Staffing It was proposed to accept the appraisal for the Responsible Finance officer and the change in wording to the job description. <i>Proposed: Cllr Gaye, Seconded; Cllr Ansell</i> The motion was agreed.</p> <p>It was agreed to accept the appraisal for the Development Manager and the changes in wording and contract as advised to Cllrs for the Development Manager to sections 3, 12 and 13 and to the person spec re TOIL. Section 4 would be changed to read:</p> <ul style="list-style-type: none"> • To develop and deliver plans for supporting businesses and visitors to the centre and act as a conduit between council and businesses. <p>It was further agreed to change section 9 of the JD to reflect the requirement to create a business survey to be sent to all businesses in the town centre. <i>Proposed: Cllr Cooney; Seconded: Cllr Pyke</i> The motion was agreed.</p>	
<p>50 50.1</p>	<p>Date of Next Meeting The date of the next meeting will be 5th July 2023 and will be preceded by the appointment of Co-opted Councillors.</p>	

The meeting finished at 8.25pm.

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