



# Rugeley Town Council

Minutes of the Community Engagement Committee held in the Council Chamber  
at 7.30pm Wednesday 8<sup>th</sup> February 2023.

PRESENT: Councillors: P. Ansell A Cooney  
C Green I Hodgson

ALSO PRESENT: H Goodreid – Town Clerk  
D Podmore

Min No	Item	Action
108 108.1	<b>Apologies</b> Apologies were received from Cllrs Gunner, Lyons and Martin.	
109 109.1	<b>Declarations of Interest</b> None	
110 110.1	<b>To receive any requests for dispensation</b> None	
111 111.1	<b>Chair to close the meeting for the public session.</b> Mr D Podmore was in attendance to talk about Charter Fair at item 116.	
112	<b>Chair to reopen meeting</b>	
113 113.1	<b>Minutes</b> The Minutes of the Community Engagement Committee held on 11 <sup>th</sup> January 2023 were approved as a true and accurate record. <i>Proposed: Cllr Cooney; Seconded: Cllr Ansell</i> <b>It was agreed that the minutes of the meeting held on 11<sup>th</sup> January 2023 be approved.</b>	

Signed: \_\_\_\_\_

Date: 8<sup>th</sup> March 2023

<b>114</b> 114.1	<b>Actions Arising from the Minutes</b> All matters had been dealt with or were on the agenda.	
<b>115</b> 115.1	<b>Income and Expenditure Report</b> The Income and Expenditure Reports for January 2023 was noted.	
<b>116</b> 116.1	<b>Charter Fair</b> Dave Podmore attended to discuss progress around the Charter Fair for 2023. The names of the organising group were noted. Progress had been made with opening a bank account for the group although access to this account was delayed by 4 – 6 weeks. CCDC had agreed that the group could probably use Green Lane field for the event – this was to be confirmed. Stokes Funfair had agreed to be a key sponsor for the event and would be providing support for entertainers, security, and fencing.	
116.2	The Town Clerk had provided the group with e draft Event management Plan to assist with the organisation of the event.	
116.3	Cllr Cooney provided the group with a copy of a draft Constitution – this would need to be completed and agreed as soon as possible.	
116.4	Providing the Charter Fair Friends provided a constitution, it was proposed that the Town Council give a grant of no more than £3,000 which would be paid on provision of copy invoices associated with the operation and organisation of the Charter Fair. It was noted that the Town Council would not be able to claim back VAT on these invoices. Funding for this grant would come from the Committees allocation for Community Initiatives. <i>Proposed: Cllr Cooney; Seconded: Cllr Ansell.</i> <b>The motion was agreed.</b>	
<b>117</b> 117.1	<b>Kings Coronation Event</b> The arrangements around this event were progressing well. The theme for the event would be 'seaside'. Boulton Landscapes had agreed to build a mini beach in Market Square which would be surrounded by deckchairs, photo board, candyfloss, with buckets and spaced in the sand. The cost of the sand would be considerable and there was a need to know that it could be recycled or reused around the town after the event. The Town Clerk would look more into this.	Town Clerk to progress
117.2	Musicians and Lee Hall Band had been booked for the day as well as a headline fun science act.	
117.3	It was to buy two large cakes for the day which would be handed out free of charge with tea and coffee in the Council tea tent at a cost of no more than £100.	Town Clerk to progress
117.4	It was agreed that the Town Clerk contact William Jones to see if small fairground rides could be placed in Anson Street – along with the provision of a burger van etc.	Town Clerk to progress
117.5	It was noted that progress on the arrangements for the day had	

Signed:

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	<p>slowed as focus was on the Energy Arts Event being held on the 11<sup>th</sup> February in the Rose Theatre. It was proposed that the Clerk be given a budget of £250 to pay for refreshments for the event to come from the Community initiatives budget.</p> <p><i>Proposed: Cllr Hodgson; Seconded: Cllr Green</i></p> <p><b>The motion was agreed</b></p>	Town Clerk to progress
<p><b>118</b> 118.1</p>	<p><b>Date of Next Meeting</b> Community Engagement Committee would be held on Wednesday 8<sup>th</sup> March 2023 at 7.30pm.</p>	

The meeting closed at 8.28pm

Signed: 

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Community Engagement Committee