



Rugeley Town Council

Minutes of the Community Engagement Committee held in the Council Chamber
at 7.30pm Wednesday 12th April 2023.

PRESENT: Councillors: C Green I Hodgson
C Martin

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

Min No	Item	Action
1 1.1	Apologies Apologies were received from Cllrs Ansell, Cooney, Gunner and Lyons.	
2 2.1	Declarations of Interest None	
3 3.1	To receive any requests for dispensation None	
4 4.1	Chair to close the meeting for the public session. Mr D Podmore was in attendance to talk about Charter Fair at item 9.	
5	Chair to reopen meeting.	
6 6.1	Minutes The Minutes of the Community Engagement Committee held on 8 th March 2023 were approved as a true and accurate record. <i>Proposed: Cllr Green; Seconded: Cllr Martin</i> It was agreed that the minutes of the meeting held on 8th March 2023 be approved.	

Signed:

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Community Engagement Committee

Date:

28.06.23

7	Actions Arising from the Minutes																												
7.1	A sponsorship form had been completed by Cllr Cooney as donor, Cllrs Hodgson as Chair of CEC and the Town Clerk.																												
7.2	Town Clerk had been talking with Paul Sparkes re fireworks at Hagley Field to coincide with the Light Switch on scheduled for 24 th November.																												
8	Income and Expenditure Report																												
8.1	The Income and Expenditure Report for March 2023 was noted.																												
9	Charter Fair																												
9.1	Dave Podmore attended to discuss progress around the Charter Fair for 2023.																												
9.2	It was proposed that the following contracts be signed for activities to take place on 10 th June 2023 on Green Lane: <i>Proposed: Cllr Hodgson; Seconded: Cllr Green</i> The motion was agreed.																												
	<table border="1"> <thead> <tr> <th>Supplier</th> <th>Net Cost</th> <th>VAT</th> </tr> </thead> <tbody> <tr> <td>Dinosaur Invasion attraction through MEMA</td> <td>£1,070</td> <td>£214</td> </tr> <tr> <td>The Walking Theatre Group - Pirates</td> <td>£500</td> <td>£100</td> </tr> <tr> <td>Starstruck Costumes for walkabout</td> <td>£250</td> <td>£0</td> </tr> <tr> <td>Excloosive – contribution to portable toilets</td> <td>£320</td> <td>£64</td> </tr> <tr> <td>Donation to Rugeley Musical Theatre Company for characters</td> <td>£300</td> <td>£0</td> </tr> <tr> <td>Advert - tbc</td> <td>£100</td> <td>£0</td> </tr> <tr> <td>2 x Facepainters</td> <td>£240</td> <td>£0</td> </tr> <tr> <td>TOTAL</td> <td>£2,780</td> <td>£378</td> </tr> </tbody> </table>	Supplier	Net Cost	VAT	Dinosaur Invasion attraction through MEMA	£1,070	£214	The Walking Theatre Group - Pirates	£500	£100	Starstruck Costumes for walkabout	£250	£0	Excloosive – contribution to portable toilets	£320	£64	Donation to Rugeley Musical Theatre Company for characters	£300	£0	Advert - tbc	£100	£0	2 x Facepainters	£240	£0	TOTAL	£2,780	£378	
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9.3	It was agreed that the Town Council loan Charter Fair Friends the following items for the day of the event: 2 gazebos, Hi Viz Jackets.																												
9.4	It was agreed that Charter Fair Friends would be arranging the Event Management Plan for the day and any required insurances. The																												

Signed:

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	Town Councils responsibility was to pay for the above mentioned activities.	
10 10.1	<p>Development Managers Report</p> <p>Cllrs received the report and the following points were made:</p> <ul style="list-style-type: none"> • Wetherspoons had interviewed the Development Manger for a feature article in their national magazine re the Cooling Towers project – one of which is in the Rugeley Wetherspoons • Gardner Chapman had offered the use of their forecourt for the Punch and Judy show on 6th May • Letters have been hand delivered to all town centre businesses advising of the 6th May event • A 'What's On Guide' has been printed and will be delivered across the town featuring upcoming events in town. 	
11 11.1	<p>Date of Next Meeting</p> <p>Community Engagement Committee would be arranged once councillors were in place.</p>	

The meeting closed at 8.17pm

Signed:



Community Engagement Committee

Date:

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