



# Rugeley Town Council

Minutes of the Finance and Management Committee held in the Council Chamber  
at 7.30pm Wednesday 18<sup>th</sup> January 2023.

COUNCILLORS: A Cooney R. Dipple  
I Hodgson (vice Chair) G. Grant

ALSO PRESENT: H Goodreid – Town Clerk  
K Roberts – Responsible Financial Officer

Min No	Item	Action
	<b>In the absence of the Chair, the Vice Chair, Cllr Hodgson, took the meeting.</b>	
<b>115</b> 115.1	<b>Apologies</b> Apologies were received from Cllrs Gaye, Hughes, Martin, Pyke and Stanley (Chair).	
<b>116</b> 116.1	<b>Declarations of Interest</b> Cllr Hodgson's company was one of the payees on the sign list.	
<b>117</b> 117.1	<b>To receive any requests for dispensation</b> It was agreed that Cllr Hodgson could still Chair the meeting during item 122 providing he did not vote on the item.	
<b>118</b> 118.1	<b>Chair to close meeting for public session</b> No members of the public were in attendance.	
<b>119</b>	<b>Chair reopened the Meeting</b>	
<b>120</b> 120.1	<b>Minutes</b> The minutes of the Finance and Management Committee held on 21 <sup>st</sup> December 2022 were approved. <i>Proposed: Cllr Dipple; Seconded: Cllr Grant</i> <b>The minutes were accepted as a true and correct record.</b>	
<b>121</b> 121.1	<b>Matters Arising</b> None	

<p><b>122</b> 122.1</p>	<p><b>Payments</b> It was proposed that all payments recorded to 18<sup>th</sup> January 2023 and on the creditors list be approved. <i>Proposed: Cllr Dipple; Seconded; Cllr Cooney</i> <b>The payments were approved and signed and are attached to the minutes.</b></p>	<p>Reports attached to the minutes.</p>																											
<p><b>123</b> 123.1</p>	<p><b>Income and Expenditure Report</b> The Income and Expenditure reports for December 2022 were proposed for approval. <i>Proposed: Cllr Cooney; Seconded: Cllr Grant</i> <b>It was agreed to approve the income and expenditure reports for December 2022.</b></p>	<p>Reports attached to the minutes.</p>																											
<p><b>124</b> 124.1</p>	<p><b>Bank Reconciliations</b> It was proposed that the Bank Reconciliations for December 2022 be approved. <i>Proposed: Cllr Dipple; Seconded: Cllr Hodgson</i> <b>It was agreed to approve the Bank Reconciliations for December 2022.</b></p>	<p>Reports attached to the minutes.</p>																											
<p><b>125</b> 125.1  125.2  125.3</p>	<p><b>Small Grant Awards</b> Applications had been received from 7 organisations for a Small Grant Award. There was £2,000 available for grants this year.  It was proposed that support be given to those organisations which were specifically Rugeley focussed and not fund larger hospice organisations which had other funding opportunities. The funding would be given to the remaining 5 groups at a reduced rate of 79% of what was asked for. <i>Proposed: Cllr Cooney; Seconded: Cllr Grant</i> <b>The motion was agreed and detailed as follows:</b></p> <table border="1" data-bbox="336 1361 1260 1697"> <thead> <tr> <th>Organisation</th> <th>Request</th> <th>Granted</th> </tr> </thead> <tbody> <tr> <td>Cannock Chase SHED</td> <td>£500</td> <td>£395</td> </tr> <tr> <td>Charity for the ...allotments</td> <td>£500</td> <td>£395</td> </tr> <tr> <td>Chetwynd Charity</td> <td>£400</td> <td>£316</td> </tr> <tr> <td>Hagley Bowls Club</td> <td>£630</td> <td>£498</td> </tr> <tr> <td>Cannock Chase Dementia Action Alliance</td> <td>£500</td> <td>£395</td> </tr> <tr> <td>Douglas McMillan Hospice</td> <td>£500</td> <td>£0</td> </tr> <tr> <td>Katherine House Hospice</td> <td>£500</td> <td>£0</td> </tr> <tr> <td><b>Total</b></td> <td></td> <td><b>£1,999</b></td> </tr> </tbody> </table>	Organisation	Request	Granted	Cannock Chase SHED	£500	£395	Charity for the ...allotments	£500	£395	Chetwynd Charity	£400	£316	Hagley Bowls Club	£630	£498	Cannock Chase Dementia Action Alliance	£500	£395	Douglas McMillan Hospice	£500	£0	Katherine House Hospice	£500	£0	<b>Total</b>		<b>£1,999</b>	
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<p><b>126</b> 126.1</p>	<p><b>Budget and Precept Discussions</b> Cllrs considered the budgets for the next 3 years. Projected spend would change depending on if solar panels were installed. These would affect utility costs / roof repairs / installation costs. It was understood that Cllrs were in favour of a 0% increase in precept request to protect the local community in these times of economic uncertainty.</p>																												

Signed:

Finance and Management Committee

126.2	<p>It was proposed to recommend to Full Council that there be a 0% increase in the precept request to CCDC. However, it would also be noted that because of the increase in tax base, there could be a rise in the precept of approx. £2,000 without affecting individual council tax bills. It was noted that funds would have to come from the councils reserves to cover any solar panel development or budget deficits.</p> <p><i>Proposed: Cllr Hodgson; Seconded; Cllr Grant</i></p> <p><b>It was agreed to recommend to Full Council that the precept request be £317,393 which was a 0% increase from last year.</b></p>	Clerk to place on February Full Council
<p><b>127</b></p> <p>127.1</p> <p>127.2</p> <p>127.3</p> <p>127.4</p> <p>127.5</p>	<p><b>Disciplinary and Grievance Policy</b></p> <p>Cllrs considered the suggested amendments to this policy. The changes were around splitting the policy into two distinct sections – one for Disciplinary and one for Grievances.</p> <p>It was proposed that the following changes, in addition to the recommended changes, be proposed to Full Council:</p> <p>Page 6: insert line in para 1: The Council will take appropriate professional advice before a Gross Misconduct decision is made.</p> <p>Page 7: insert line in Formal Procedures: <i>The Council will appoint a Disciplinary Panel of Members (3 or 5 Cllrs) which will make a decision...</i></p> <p>Page 16: Appendix 1: remove line on making vexatious complaints etc; remove reference to poor personal hygiene. <i>Proposed: Cllr Cooney; Seconded: Cllr Dipple</i></p> <p><b>It was agreed to propose these changes to February Full Council for approval.</b></p>	Item on Full Council agenda for February 2023
<p><b>128</b></p> <p>128.1</p>	<p><b>Date of Next Meeting</b></p> <p>The date of the next meeting is Wednesday 15<sup>th</sup> February 2023.</p>	

There being no further matters the meeting concluded at 8:07pm

Signed:

Finance and Management Committee

Date: 15<sup>th</sup> February 2023

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