Rugeley Town Council

Minutes of the meeting of Rugeley Town Council held online at 7.30pm Wednesday 3rd June 2020.

PRESENT:
Councillors:

Mrs P Ansell	Mrs A Cooney
R Dipple (Chair)	R Elkin
D Gaye	G Grant
C Green	I Hodgson
R Hughes	Ms O Lyons
Ms N Mahon	Mrs C Martin
N Stanley	Ms A Szklarczyk
K Tait-Green	Mrs G Turner

Also Present: H Goodreid (Town Clerk)
3 members of public

Min No	Item	Action
1 1.1	**Apologies** Apologies were received from Cllr Panter-Hood.	
2 2.1	**Declaration of Personal and Prejudicial Interests** None were received	
3 3.1	**To receive any requests for dispensation** None were received	
4 4.1	**The Chair closed the meeting for the Public Session.** No questions had been received from the public.	
5 5.1 5.2	**To Consider Approving and Signing the following council minutes:** Cllr Martin apologised to the Council for her use of inappropriate wording used in the February Full Council Meeting. **Full Council on 4th March 2020** It was proposed that the minutes be approved. *Proposed: Cllr G Grant; Seconded: Cllr N Mahon* **The minutes of the meeting were approved as a true record.**	
6 6.1	**Actions Arising** 171.1 – The matter of weedkilling had been addressed by CCDC who had cleared them in the last two weeks. 171.2 – The Christmas Tree had been cleared from the town centre thanks to funds from Rugeley Lotto Events.	

	171.3 and 180 – In light of possible change of local circumstances with Coronavirus, it was agreed that this be addressed at a future meeting when clarity on the future was known. 178.1 – F and M had agreed the change of insurance to Zurich. 179 – Association Memberships would be addressed at Junes F and M Committee	Town Clerk to place on agenda
7 7.1 7.2 7.3 7.4	**To note the minutes from the following committee meetings** • Rose Committee held 12th February 2020 • Community Engagement Committee held 12th February 2020 • Planning Committee 19th February 2020 • Finance and Management Committee 19th February 2020 These were all noted.	
8 8.1	**Councillor Vacancy** The Council has received 6 applications for the 2 co-opted positions on the Town Council. Cllrs agreed that they would like to follow the council's policy and interview each of the candidates before making a decision. It was proposed that each of the candidates be invited to an online interview on Tuesday 23rd June 2020 starting at 7.30pm via Zoom. Once all candidates had made a 5 minute presentation, the council would go into a private session in order to make a decision. It was further agreed that the Town Clerk clarify with candidates which ward/s they would like to be considered for as there seemed to be some confusion over which were available. *Proposed: Cllr N Mahon; Seconded: Cllr O Lyons* **It was agreed that the 6 candidates be invited to make individual 5 minute presentations before Cllrs at a public online meeting on Tuesday 23rd June at 7.30pm. Candidates to confirm with Town Clerk which ward they would like to be considered for.**	Town Clerk to contact candidates and arrange the meeting.
9 9.1	**Annual meeting procedures to be agreed.** Cllrs considered the options available for the Annual Parish Meeting and the Annual Meeting of Rugeley Town Council as the law had been changed and there was no legal requirement to hold these meetings until May 2021. It was proposed that the Annual Parish Meeting be postponed until May 2021 as this relied heavily on public involvement. It was further proposed that the Annual Meeting of Rugeley Town Council be held prior to the Full Council meeting on 1st July 2020. At that meeting, a new Chair and Vice Chair would be appointed and Committee membership would be agreed. The appointment of Chair/vice Chair of the committees would be determined by the committees at their first meetings following 1st July 2020. *Proposed; Cllr C Martin; Seconded; Cllr N Mahon* **It was agreed that the Annual Parish Meeting be postponed until May 2021. The Annual Meeting of Rugeley Town Council would take place online on 1st July 2020 at which the Chair/Vice Chair of the Council would be appointed and committee memberships would be agreed.**	Town Clerk to action
10 10.1	**Support Action in Rugeley** Council were reminded that over the past weeks, the town council had approved £5,000 to be given to the Hart School to pay for the making of face shields for health care workers in Rugeley and for Rugeley residents who were healthcare workers else here. In addition, £500 had been given to Brereton Million Covid-19 Resident Support Group to help provide craft packs for Rugeley families.	

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10.2	Councillors considered the three main aims of the Brereton support group: food parcels, craft packs, mental health packs. It was proposed that an application be made to the National Lottery for a grant of up to £10,000 to allow for the Town Council and the Brereton Support Group to work together to fund all three elements of the support group as it works with Rugeley Residents. *Proposed; Cllr N Mahon; Seconded: Cllr O Lyons* **It was agreed that the Town Clerk apply to the National Lottery for up to £10,000 to enable the Council and the Brereton Support Group to work together to provide care and support to rugeley Residents by way of care packages, food parcels and mental health packs etc.**	Town Clerk to apply for lottery funding
10.3	Cllrs were aware that the outdoor market had reopened and nonessential retailers could open again from the 15th June. Cllrs considered how best to support and promote the town centre retailers as they reopened. It was understood that most retailers would be delaying opening until July as they would need to work to get their shops compliant. Councillors agreed that the shop window competition would be run in July and work would take place on the local loyalty card scheme to encourage shoppers back.	Cllrs and Staff to look at support for town centre
10.4	Cllr Hodgson asked the CCDC Cllrs if they could request that car parking charges be scrapped until such a time that the town centre was operating more 'normally' as shoppers visits to stores would necessarily be of a longer duration owing to queuing. The Town Clerk was requested to write to CCDC on this matter.	Town Clerk to write to CCDC re free parking
11 11.1	**Six-month rule for attending Council meetings.** Cllrs were advised that the six month ruling on councillor attendance at meetings still stood despite meetings now being held online. It was understood that Cllr Panter-Hood struggled to link up online and therefore it was proposed that she be given dispensation on the six month rule until November 2020. Should an extension to the dispensation be required, Cllrs could make a request as these exceptional times created a number of issues for Cllrs. *Proposed: Cllr G Grant; Seconded: Cllr A Cooney* **It was agreed that Cllr Panter-Hood be given dispensation not to attend virtual meetings of the Town Council until at least November 2020.**	Town Clerk to confirm with Cllr Panter-Hood
12 12.1	**Chairs Report** Nothing to report	
13 13.1	**Clerks Report** <u>Green Lane Play Area</u>: A site visit had taken place at Green Lane with the contractors and CCDC as landowners. All equipment was installed but there were concerns expressed regarding the various floor levels given the existing tarmac and the raised level of the wet pour. It was proposed that the council spend an additional £1,633.10 +VAT to put tarmac on top of the old tarmac to create a level play surface with the new wet pour. It was proposed that funding for this came from CIL funds (£644.57) and from Community Projects (£988.53). *Proposed: Cllr G Grant; Seconded: Cllr C Martin* **It was agreed that the town council pay an additional £1,633.10 + VAT to provide tarmac to raise the level of the tarmac to match the new wet pour at Green Lane.**	
13.2	<u>Elmore Park – Canada Geese:</u> The Town Council continued to receive complaints from residents about the condition of Elmore Park as a result of	

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	increasing Canada Geese population. A local company had provided the Town Council with a report on possible actions which could be taken. The response from the District Council was that improved communication on feeding birds was in place; landscaping of the island had taken place; paths were being cleaned; a water feature had been added which broke up the open water and deterred the geese from landing; legal measures to control the breeding of the birds was in place. Cllrs concerns were that the grass was in such a state with the bird mess that the public could not use the park as intended i.e. for recreational purposes.	Town Clerk to write to CCDC concerning the state of the park and CCDC Cllrs to again voice concerns at CCDC.
13.3	Elmore Park Small Animals: The council had also been approached by a resident concerned for the welfare of the animals in the small zoo at Elmore Park. Cllr Martin advised that the 2 guinea pigs and 1 rabbit who were currently ill had been seen by the local vets and were being cared for and had been separated from the other animals as they were old and needed protecting.	
13.4	Register of Interest Forms: Councillors were reminded of the need to update their Register of Interest Forms as soon as possible if their circumstances / membership on external groups etc change.	Town Clerk to email all councillors with new forms
14 14.1	**Date of Next Meeting** The next Full Council meeting would be 1st July 2020 and would be preceded by the Annual Meeting of Rugeley Town Council.	

There being no further business the meeting closed at 9.05pm

Signed: Patricia Attwell

Date: 8/4/2020