

Signed.....

Date 09.02.2015

RUGELEY TOWN COUNCIL

DRAFT MINUTES OF THE **COUNCIL MEETING** held in Rugeley Town Council Offices ,
Taylors Lane, Rugeley at 7.30pm on Wednesday 7th January 2015.

Present: Councillors: Cllr.J. Rowley (Chairman); Cllr.G. Martin (Vice-Chair); Cllr R Alexander; Cllr J Bowater; Cllr Mrs A Cooney; Cllr P Emery; Cllr D Gaye; Cllr T Jones; Cllr J Martin; Cllr Mrs H Southwell; Cllr Mrs P Williams; Cllr N Stanley; Cllr G Grant; Cllr A Wilkinson

Clerk: Acting Town Clerk - Mrs C Dillow
1 members of the public.

No.	Item	Action
1.	To receive apologies: Apologies were received from: Cllr M Grocott; Cllr J Johnson; Cllr Mrs A Alt; Cllr Mrs P Ansell; Cllr A Williams	
2.	Declaration of Personal & Prejudicial interest in any item on the agenda (Note member should notify Monitoring officer within 28 days if not already) None received.	
3.	Public Participation: Members of the public are invited to address the Council on any issue over which it has a power. 1 member of the public reported there is a problem with litter in areas of the Town, especially around the towpath and from Tesco's across the bridge. A bag of empty beer cans has been left for around 6 months and ATS have not cleared their rubbish from the back. There is no footpath from the Station into Town, traffic management is an issue and again litter is strewn in this area. Cllr Jones commented the problems need to be reported to Environmental Health as soon as they are seen. Cllr Grant commented on section 106 money that should have been received to make a new bike and Heritage Trail and to improve disabled access (Cllr Mrs P Williams corrected that the money was for a new pathway). It was RESOLVED clerk to write a strong letter to the District Council and request a meeting be arranged. Cllr Grant and Cllr Mrs Southwell also raised concerns over the state of the pathways through the town, Cllr Mrs Southwell had witnessed a lady who had fallen outside Barclays and it was thought she had broken her nose. Cllr Mrs Cooney added she had met with County Highways before Christmas and they had made a start looking in to the issues, Cllr Mrs Cooney will contact them again as a matter of urgency. It was noted that Councillors would be happy for the council meeting time to be changed back to 8.00pm and for the planning meeting to be held before the full council meeting at 7.15pm.	Clerk AC
4.	To receive presentation from Chase Community Solar Limited (15 mins Max) ➤ Presentation by Michael Kingham Mr Kingham was not present at this point, It was RESOLVED to move the item further down the agenda and allow Mr Kingham to do his presentation should he arrive late.	
5.	To consider approving and signing minutes of the Full Town Council meeting held on: ➤ 3 rd December 2014 The minutes were approved and signed as a true and accurate record.	
6.	To consider approving and signing minutes of the Committee meetings held on: ➤ Rose Committee 11 th November 2014 The minutes were approved and signed as a true and accurate record,	

subject to - it was noted there was not a section for declarations of interest, can it be confirmed if any declarations were declared. It was also noted that Cllr N Stanley needs to be removed from being present at the meeting as he is not a committee member and only attending as a member of the public.

It was noted that any quotation for plumbing work received from relatives of the Acting Town Clerk will be dealt with by the Assistant Town Clerk and that council members would not be informed of which quotation relates when considering.

- Finance & management Committee 11th November 2014
The minutes were approved and signed as a true and accurate record.

Cllr J Martin commented on item 12 and asked if the council can now find someone to take on the street cleaner? Cllr Stanley noted that a person was previously appointed but failed to start. It was RESOLVED to put out an advert with hours / days to be agreed. Further details of the role to be agreed by the finance & management committee.

- Festival Committee 19th November 2014
The minutes were approved and signed as a true and accurate record.

Clerk

7. CHAIRMANS ANNOUNCEMENTS -

The Chairman announced he had attended a presentation at Hawksyard, as most of the attendees come from Rugeley and he had attended Burntwood Town Council Civic Carol Service on 21st December 2014.

8. To discuss vehicle access to town centre - request from Festival Committee

Cllr Gaye reported serious consideration would be needed if it was decided to make the town centre non accessible. Cllr J Martin reported with all limits in place and service points signposted, there would be fines if caught in pedestrian areas so would need to be monitored.

Cllr Stanley noted that in 1979-80 it was put through parliament byelaws banning vehicular access, there were no dispensations at that time. Coming up to date when raised original byelaws they were too vigorous with the wording, i.e no mobility scooters etc, a new process of byelaws was started and passed approx. 10 years ago, they will set out what is allowed. It was RESOLVED to obtain a copy of the byelaws and clarification and draw them to the attention of the police to enforce.

Clerk / ATC

9. Clerks report -


- To receive any correspondence and circulars
- Catering Revenue Starlite Events Ltd - Dec 2013 - May 2014 (encl Appendix A)
- Christmas Wishes from Chancel Primary School
- Letter of thanks from Royal British Legion
- Cannock Chase AONB Membership fees update
- To receive members code of conduct (encl)

All of the above items were received and noted. Cllr Jones requested a letter be sent to Staffordshire Parish Council Association for clarification as to whether a declaration of interest should be declared if a Councillor is attending a committee meeting as member of the public?

10. Rose Theatre -

- To receive update on Theatre Carpets (Claim)
- The Clerk reported she had received clarification from the Solicitor that Gem Carpets have accepted the Council's offer for them to pay £8750.00 in 7 installments.

	<p>➤ To discuss future day to day running of Rose Theatre (encl Appendix B)</p> <p>Cllr Stanley commented that he did not need to declare an interest only if the current contract gets extended.</p> <p>The clerk commented that Cllr Stanley had pointed out to her financial regulation 11.1 a (vi) and to ensure the council are advised appropriately to make an informed decision she had sought advice on whether this clause could be used? The clerk read out the statement received from Staffordshire Parish Council Association – 'The situation being faced does not constitute an 'emergency' and that the Standing Orders and Financial Regulations should be observed without reference to FR 11a'.</p> <p>The Chairman also reminded members of the legal advice given from Staffordshire County Council Senior Solicitor that there is no provision in the current contract to review, renew or rollover and therefore the council should go out to tender in line with section 77 of the standing orders otherwise the council could face a judicial review.</p> <p>Therefore following the advice given the working group put forward two recommendations to the council as follows –</p> <ol style="list-style-type: none"> 1. The council goes out to tender for a new contract OR 2. The council brings the running of the theatre / community hall back in house <p>A discussion took place, Cllr Cooney commented on a letter from Starlight Events that had been addressed to the Chairman and copied to all Councillors, she feels sad that the management company feel like they have been slighted as there has only ever been praise for the work they have done.</p> <p>It was proposed the running of the theatre / community hall is brought back in house, this was seconded and a vote was taken being 11 for, 0 against and 3 abstentions. It was RESOLVED to bring the running of theatre and community hall back in house.</p> <p>Cllr Stanley commented that it is in the contract that Starlight Events must offer the council an agreed price for the fixture and fittings.</p> <p>Cllr Jones asked for it to be minuted Cllr Stanley abstained in the decision and did not leave the room when the discussion took place this maybe negligent.</p> <p>Cllr Stanley asked for it to be minuted that Cllr Jones should declare an interest in this item as his relative is an employee. Cllr Jones noted that he has no knowledge who this person may be and is NOT related to any employee of the Council.</p>	
11.	<p>Financial Report -</p> <p>➤ To consider & approve precept request for 2015 /2016</p> <p>A discussion took place and it was proposed to request a precept of £323747.00 as recommended by Cannock Chase District Council meaning there will be no increase in the Council Tax Band D rate, this was seconded and vote was taken, being 9 for, 2 against and 3 abstentions. It was RESOLVED to make a precept request of £323747.00.</p> <p>Cllr Wilkinson asked for it to be recorded in the minutes that he recommends a reduction in Council Tax.</p>	
12.	<p>EXCLUSION OF THE PUBLIC</p> <p>That the public be excluded from the remainder of the meeting due to the likely disclosure of exempt information as defined in Local Government Act 1972 Schedule 12 (A) paragraphs 1 & 2, 3 & 4.</p>	

Signed.....  Date

13.	Staffing – <ul style="list-style-type: none">➤ To receive update on national pay awards for employees This was received and noted and it was agreed to award salaries in line with the national agreement.➤ To receive update on meeting with Town Clerk Nothing further to report, no meeting has taken place to date.	
14.	Date of next meeting Wednesday 4th February 2015 at 8.00pm	

The Chairman declared the meeting closed at 9.35pm