

MINUTES OF THE TOWN COUNCIL MEETING
BIDDULPH TOWN COUNCIL
TUESDAY 11 OCTOBER 2022, 6PM
HELD AT BIDDULPH TOWN HALL, HIGH STREET, BIDDULPH ST8 6AR

PRESENT:

- **The Mayor:**
Councillor J Garvey
- **Deputy Mayor:**
Councillor C R Perkin
- Councillor G S Adams
- Councillor C Brady
- Councillor J Davies
- Councillor D A Hall
- Councillor K Harper
- Councillor A H Hart
- Councillor D J Hawley
- Councillor K J Jackson
- Councillor A Lawton
- Councillor A J McLoughlin
- Councillor W Rogers
- Councillor S Rushton
- Councillor J Salt (from 7pm)
- Councillor C M Smith
- Councillor N R Yates

IN ATTENDANCE:

- Mrs Sarah M Haydon – Chief Officer (Minute Taker)
- Ms Jodie Hancock – Events and Partnerships Officer
- Mrs Margaret Warman – Compliance and Governance Officer
- Mrs Susan Booth – Customer Support Assistant
- Mr John Robinson – Town Crier
- Pastor Liz Holdcroft – Life Stream Church
- Councillor Keith Flunder – Staffordshire County Council
- Ms Amanda Beech – The Green Tree Food Club & Tea Room
- Mr Sean Butler-Dodd-Thomson – The Green Tree Food Club & Tea Room
- PCSO Amy Watson – Staffordshire Police
- Mr James Connolly - Biddulph Chronicle
- Mr Joe Yates – Biddulph Chronicle

John Robinson introduced The Mayor, Deputy Mayor and Chief Officer. Pastor Holdcroft led the Town Council in prayer.

The Mayor marked the loss of Councillor Ian Lawson, who served as a member of Biddulph Town Council from 2015 to 2019, representing the community of Biddulph West. At the time of Councillor Lawson's passing, 2 days earlier, he was a serving District and County Councillor. The Mayor offered the Council's

thoughts and prayers to Ian's family and friends. This was followed by a minute's silence.

The Mayor confirmed attendees will be named in the Minutes, unless otherwise instructed.

The Mayor proposed item 44 was moved, to follow item 38 Mayor's Communications. Agreed.

34. PUBLIC PARTICIPATION

Green Tree House Food Club

Sean Butler Dodd Thomson provided an update on the current activities and what the Green Tree House Food Club do in our community:

- Aim-to support families of Biddulph and surrounding area, access to affordable foods.
- The social supermarket operates as follows,

10 items for £5

20 items for £10

30 Items for £15

- These 10 items could cost up to appx £12 too £14 in the general supermarket.
- All monies received through the food club gets regenerated and purchases food, for the following week
- The short fall from us receiving the £5 and the actual cost of re purchasing foods for following week, we rely on funding to cover the bridging gap on this.
- We are 'Not for profit charitable organisation 'solely run by local volunteers.
- During our opening hours we also have 3rd party organisations present to give assistance and advice. For example, money matters attend once a month on a Thursday.
- We work closely with food bank at English Martyrs Church Biddulph
- We also have free food table. (We receive these donations from the local supermarkets from surplus foods)
- We purchase from fare share, food outlets from Telford/ Lancaster etc
- Below are few items that can be purchased at the food club

Key figures were also provided:

Facts and Figures

Below are the total figures for each month for our end of year

(Figure in green is the percentage increase to last year.)

Aug-21	168	5%
Sep-21	193	18%
Oct-21	199	20%
Nov-21	200	21%
Dec-21	200	21%
Jan-22	200	21%

Feb-22	257	38%
Mar-22	285	44%
Apr-22	280	43%
May-22	358	66%
Jun-22	244	35%
Jul-22	300	53%

Totals food club tickets	2884	0.3208333	33	%
				yr. increase
meals	8652	yr21-22	8072	7%
families	961.333	896.88888		8%
Actual food items	28840	26906		7%

Councillor Jackson mentioned the County Council scheme where pensioners receive a £125 food voucher to spend in supermarkets and wondered whether the voucher could be used here to make the money go further. Councillor Flunder said he would try to find out.

Staffordshire Police

PCSO Amy Watson from Staffordshire Police talked through their 'Crime Dashboard' and 'ASB Dashboard'; there were no additional questions.

Staffordshire County Council

Councillor Flunder encouraged everyone to get their flu and covid jabs. He said the climate fund had now closed, but the community fund was open until the end of October. Councillor Flunder encouraged people to become involved

with Speedwatch. There was a tourism strategy meeting on Friday (see agenda item 43).

Councillor Smith advised she had reported unlit street lights in the alley way between Park Lane and Mayfield Road.

Councillor Yates requested that any unspent community funds be carried over. Councillor Flunder agreed to bring an update when he visited Biddulph again on Friday.

Councillor Lawton asked what the County Council was doing in Biddulph to 'prop up' bus services (with regard to their emergency bus support review). Councillor Flunder asked that Councillor Lawton document his questions in an email and pass it to the Chief Officer to send to him so that he could try and obtain a detailed reply for him.

35. APOLOGIES

Apologies were recorded and accepted for:

- Councillor E Baddeley (Absent)
- Councillor J T Jones
- Councillor J P Redfern (Absent)
- Councillor G Swift (Absent)

36.DECLARATIONS OF INTEREST

- a) To declare any Disclosable Pecuniary Interests and Dispensations: None
- b) To declare any Other Disclosable Interests: None

37.MINUTES

a) To **approve and sign** the Minutes of the Town Council held on 27 September 2022. Proposed by Councillor Hall; seconded by Councillor Harper and agreed.

b) To **approve and sign** the Minutes of the Finance Strategy and Management Committee Meeting held on 27 September 2022. Proposed by Councillor Hall; seconded by Councillor Harper and agreed.

38. MAYORS COMMUNICATIONS

The Mayor said the 'Energy Saving Day' on Saturday the 8 October had been successful; there had been an excellent turn out and approximately 300 LED energy saving light bulbs had been given out.

There wouldn't be 'Drinks with the Mayor' this Christmas, but everyone was welcome to attend Christmas at Biddulph Old Hall on the 17 December; tickets would be available soon.

44. ITEM REQUESTED BY COUNCILLOR GARVEY

*To **consider** future monitoring of the 'Biddulph Works Together' project. Proposals include adding an additional standing item to the Town Council agenda and the addition of a Town Council meeting in December.*

The Mayor put forward his proposal to schedule two additional meetings (Finance Strategy and Management Committee and Town Council) in December to monitor the 'Biddulph Works Together' project. It was seconded by Councillor Jackson and agreed the 6 December and 13 December would be 'saved' and used if a special meeting was deemed necessary. It may not be necessary to have these meetings, but the Standing Orders and other 'constitution' documents already provide a mechanism to be able to do this.

The Mayor also proposed that an additional standing agenda item – an update regarding the project – is added to Town Council agendas. It was seconded by Councillor Smith and agreed it would be included in future Town Council meetings (from 8 November 2022).

39. STANDING AGENDA ITEMS

a) To **receive** an update on the Town Council's covid pandemic response

The Chief Officer confirmed flu and covid vaccination clinics were going well at the Town Hall, booked through the town's GP's.

b) To **receive** an update on the management of Biddulph Town Hall

The Chief Officer confirmed there were two new groups running from the Town Hall; Approach Dementia Support providing advice and support for carers and a Bereavement Friendship Group via the Beth Johnson Foundation.

c) To **receive** and update on health and safety

The Chief Officer confirmed a fire safety drill had been successfully completed since the last Town Council meeting.

40. TO SIGN THE CIVILITY AND RESPECT PLEDGE

Throughout the sector, there are growing concerns about the impact bullying, harassment, and intimidation are having on local (parish and town) councils, councillors, clerks and council staff and the resulting effectiveness of local councils.

The National Association of Local Councils (NALC), One Voice Wales, the Society of Local Council Clerks (SLCC) and county associations have responded to this by setting up a Civility and Respect Working Group to oversee the Civility and Respect Project.

The pledge is easy for councils to sign up for and it will enable councils to demonstrate that they are committed to standing up to poor behaviour across our sector and to driving through positive changes which support civil and respectful conduct.

By signing the Pledge, Biddulph Town Council agrees that the council will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles and that it:

- Has put in place a training programme for councillors and staff*
- Has signed up to the Code of Conduct for councillors*
- Has good governance arrangements in place including staff contracts and a dignity at work policy*
- Will seek professional help at the early stages should civility and respect issues arise*
- Will commit to calling out bullying and harassment if and when it happens*
- Will continue to learn from best practices in the sector and aspire to be a role model/champion council through for example the Local Council Award Scheme*
- Supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate*

Moved by Councillor Perkin; seconded by Councillor Hart and agreed.

41. TO APPROVE THAT A PERMANENT CONTRACT WILL BE OFFERED TO THE PART TIME CARETAKER, FOLLOWING A SUCCESSFUL 12 MONTH PERIOD

Moved by Councillor Hall; seconded by Councillor Hart and agreed.

42. ITEM REQUESTED BY COUNCILLOR YATES

*To **approve** that the Town Council seeks clarification from Staffordshire Moorlands District Council in relation to the Wharf Road masterplan and the Tunstall Road site, which are 'on hold'.*

Councillor Yates provided a background to the agenda item. Since requesting the item he had received reassurances and the offer of a face to face meeting in Biddulph; the Wharf Road masterplan and Tunstall Road site were not 'on hold'. It was agreed Councillors Hawley, Hart, McLoughlin and Jackson would be invited to the meeting when arranged.

43. TOURISM STRATEGY

*To **confirm** that all Councillors are invited to attend a meeting about the Staffordshire Moorlands District Council Tourism Strategy on Friday 14 October, 10-12pm at Biddulph Town Hall.*

It was noted all Councillors are invited to a meeting about the Staffordshire Moorlands District Council Tourism Strategy on Friday 14 October, 10am to 12pm at Biddulph Town Hall.

45. ACCOUNTS AND FINANCE

a) To approve accounts paid in October 2022

Expenditure between £500 and £5000		
Staffordshire Moorlands	Business Rates 01.10.22 – DD	2,027.00
D&G Bus Ltd	93 Bus Service	3,229.80
Opus Energy	Gas – Town Hall – DD	596.88
Tidysite Skip Services Ltd	Bin Emptying	521.28
Prism Business Developments	2 phones & additional network points	1,107.56
Prism Business Developments	2 laptops for Admin & Finance Officers	2,457.98
Expenditure less than £500		
Octopus Energy	Electricity – Bus Hub - DD	165.61
Heads (Congleton) Ltd	Advertising	255.84
Jodie Hancock	Reimburse re Brown Bags (Energy Day)	27.00
Moorland Contract Janitorial Ltd	Cleaning Supplies	66.77
Business Products	Photocopying – September	122.40

Credit Card		
National Trust	Mayors Gift for Fusignano Visit	27.00
Facebook	Advertising	28.00
Amazon	Dementia Cinema DVD	4.99
Amazon	Laminating Pouches	17.24
Amazon	Sum Up Card Reader – for Mayors Charity Account	149.98
Amazon	A4 Display Book – for Cllr Hilda Sheldon’s condolence pages/letters	7.31
Flying Colours Flagmakers	Union Flags	255.54
Gopak Ltd	Tables (approved at TC 27.09.22)	706.09
Flag and Bunting Store	High Street Bunting (for King Charles III’s Coronation	1,128.90
Foxtail Florist	Flowers for Queen Elizabeth II’s Condolence Table	40.00
Argos	Printer Cartridge (for Sharon)	11.99
Amazon	Stationery – Card	6.03
Nisbets	Airpot	68.61

Sainsburys	Refreshments – Special Commemoration Service for Queen Elizabeth II	16.60
Amazon	Stationery	15.98
PHS Group	Sanitary Disposal	524.16
Etsy	Bee bombs – re Energy Day	153.75
Amazon	Stationery	21.00
Giff Gaff	Mobile phones	8.00
Giff Gaff	Mobile phones	8.00
Giff Gaff	Mobile phones	8.00
Giff Gaff	Mobile phones	8.00
TOTAL		3,215.17

b) To approve Supplementary Accounts

Expenditure between £500 and £5000		
Salaries		12115.01
Staffordshire County Council	Pension Contributions	4186.97
HMRC		3539.19
Standard Life	AVC	100.00
Staffordshire Moorlands	Business Rates 01.11.22 – DD	2027.00
Mary Gibson	Storage	1300.00
R Standell	Lengthmans Work	1070.00
Moorland Contract Cleaning Ltd	Cleaning – Wharf Road Toilets	1395.54
Moorland Contract Cleaning Ltd	Cleaning – Visitor Centre	1251.44
Garden Plus Ltd	Repairs to Briarswood Path	1000.00
R Standell	Removal of Soil – Burial Ground	1395.00
Expenditure less than £500		
Sarah Haydon	Travel Expenses	46.79
Petty Cash		53.75
Brian Carter	Volunteer Expenses	80.00
Katelyn Ball	Volunteer Expenses	100.00
Moorland Contract Janitorial Ltd	Cleaning Supplies	54.38
Waterplus	Water Supply – Burial Ground	16.42
B Webster	Plumbing Repairs	250.00
K Wood	Window Cleaning	114.00

Myers & Co	Employer Assist	150.00
Natwest	Bank Charge	66.33
Octopus Energy – DD	Electricity – Visitor Centre	495.55
Waterlogic	Water Coolers	46.21
Electrical Installation Supplies	Lighting Tubes	31.97
Heads (Congleton) Ltd	Advertising – Energy Saving Day	312.00
Grenke	Lease – photocopier	439.67
Julie Moore	Catering – Energy Saving Day	220.00
Parish Online	To replace cheque 8539 (not received)	420.00
Matthew Hall	Reimburse re Ebay Sale of Hob	38.70
Tidysite Skip Services Ltd	Bin Emptying	183.96

The accounts were moved on-block by Councillor Perkin; seconded by Councillor Harper and agreed.

The meeting ended at 7.25pm.

Signed..... Date.....