

MINUTES OF THE TOWN COUNCIL MEETING
BIDDULPH TOWN COUNCIL
TUESDAY 8th NOVEMBER 2022, 6PM
HELD AT BIDDULPH TOWN HALL, HIGH STREET, BIDDULPH ST8 6AR

PRESENT:

- | | |
|-------------------------|-----------------------------|
| • The Mayor: | • Councillor K J Jackson |
| Councillor J Garvey | • Councillor A Lawton |
| • Deputy Mayor: | • Councillor A J McLoughlin |
| Councillor C R Perkin | • Councillor W Rogers |
| • Councillor C Brady | • Councillor J Salt |
| • Councillor J Davies | • Councillor C M Smith |
| • Councillor D A Hall | • Councillor N R Yates |
| • Councillor A H Hart | |
| • Councillor D J Hawley | |

Councillors Garvey and Smith were present but did not sign the attendance sheet.

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 Angela Williams – Administration Officer
- Mr John Robinson – Town Crier
- Rev Darren Fraser – St John's Church, Knypersley and Christ Church Biddulph Moor
- Councillor Keith Flunder – Staffordshire County Council
- PCSO Joshua Carter – Staffordshire Police

John Robinson introduced The Mayor, Deputy Mayor and Chief Officer. Rev Darren Fraser led the Town Council in prayer.

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

46. PUBLIC PARTICIPATION

Staffordshire County Council

Councillor Flunder expressed his thanks to those who had attended Councillor Lawson's funeral that morning.

Councillor Flunder noted he had received correspondence regarding bus provision, and would leave relevant documents with the Chief Officer.

Councillor Flunder explained that the land on Albion Way is not County Council owned, therefore they were unable to assist with the management of Travellers, he passed the County's email onto the Chief Officer.

Councillor Flunder reported that the community grant scheme run by County Council is now open, £135,000 is available for community groups to help with covid recovery and the rising cost of living.

Councillor Flunder explained a consultation will start on 10th November looking at how waste recycling centres are going to be run. Councillor Flunder encouraged those who were interested to take part.

The Biddulph Valley Way hardwood picnic bench is ready for installation. Councillor Flunder asked whether there is a key to access the gate off Brown Lees Road. Councillor Yates answered that the Staffordshire Wildlife Trust Officer has a radar key.

Councillor Flunder reported that the Speedwatch community fire station meeting has been cancelled.

Councillor Flunder expressed that management issues with Wharf Road and Conway Road will be taken to the District Council for their input.

Mill Hayes Road is closed due to the work being carried out to rectify the flooding issues.

Councillor Yates queried why Albion Way and Prospect Way were still not adopted.

Councillor Salt and Councillor Smith queried the community grants scheme and whether the Town Council can apply. The Chief Officer replied that the Town

Council is not eligible. Councillor Flunder will share additional details about the scheme.

Councillor Salt requested whether five parking spaces could be made on the St. Johns Road area to relieve parking issues. Councillor Salt reported that Park Lane parking remains a dangerous issue.

Councillor Jackson asked if there was any of Councillor Lawson's fund remaining. Councillor Flunder was unsure but would find out.

Staffordshire Police

PCSO Carter reported there had been only five youth related anti-social behaviour incidents in the previous month.

Councillor Yates asked for an update with regard to the road traffic incident on Brown Lees Road. PCSO Carter agreed to pass the information to the Chief Officer for her to progress.

Councillor Lawton expressed concern over the new trees being planted on Saturday. PCSO Carter agreed to arrange for extra attention to that area.

47. APOLOGIES

Apologies were recorded and accepted for:

- Councillor G S Adams
- Councillor K Harper
- Councillor S Rushton
- Councillor G Swift (Absent)

48.DECLARATIONS OF INTEREST

a) To declare any Disclosable Pecuniary Interests and Dispensations:

Councillors Davies and Garvey would be receiving expenses payments in item 54.

b) To declare any Other Disclosable Interests: None

49.MINUTES

a) To **approve and sign** the Minutes of the Town Council held on 11 October 2022. Proposed by Councillor Hart; seconded by Councillor Perkin and agreed.

b) To **receive** the Minutes of the Recreation and Amenities Committee meeting held on 11 October 2022. Proposed by Councillor Hart; seconded by Councillor Perkin and agreed.

c) To **receive** the minutes of the Planning Committee meeting held on 18 October 2022. Proposed by Councillor Hawley; seconded by Councillor Rogers and agreed.

d) To **receive** the minutes of the Town and Community Committee meeting held on 18 October 2022. Proposed by Councillor Smith; seconded by Councillor Perkin and agreed.

50. MAYORS COMMUNICATIONS

The Mayor stated that it was a sombre day following Councillor Lawson's earlier thanksgiving service and passed on his condolences again to Councillor Lawson's friends and family.

Earlier in the month the Mayor visited the New Life Church for the opening of their soft play area; an excellent facility for the town.

He had enjoyed the 35th Anniversary celebrations of Twinning with Fusignano, where many positive memories were shared. The Mayor would recommend visiting our twin town.

This week we gather for the annual Armistice Day commemorations on Friday and Sunday to honour those who had fallen.

The Mayor highlighted the great work that has been completed by local churches and community groups to create the 'Biddulph Works Together' project.

The Mayor reported 420 small trees will be planted this weekend on Thatcher Grove as part of the Queen's Green Canopy.

The Mayor listed the upcoming Christmas events, including Christmas at Biddulph Old Hall has 40 limited tickets, they will be available from the Town Hall. There will also be a Burns Night on 28th January 2023.

51. STANDING AGENDA ITEMS

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

The Chief Officer confirmed that Biddulph Doctors has finished all vaccines, Biddulph Valley are still ongoing, but will be complete before Christmas.

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

The Chief Officer explained that the Asset Management Working Group meeting did not take place; it will be rescheduled.

The Chief Officer stated that a new Administration Officer started last week, and a new Finance Officer would start the next day.

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

The Chief Officer confirmed a full health and safety audit will be completed on 24th January 2023.

d) To **receive** an update on 'Biddulph Works Together' project, including a proposal to create a contingency fund for emergency purchases.

The Chief Officer shared the final plan and confirmed she had met with D&G and had agreed the revised 93 bus service.

Councillor Salt commented on the fabulous work being done, but was saddened and disappointed by the lack of support from Staffordshire Moorlands District Council (SMDC). She proposed a contingency fund be created for emergency purchases, such as food and energy. Seconded by Councillor Smith. The Chief Officer advised Town Council could agree to develop the proposal in principle, it would need to be referred to the Finance Strategy and Management Committee to determine the process and criteria.

Councillor Smith confirmed that she had £300 remaining in a charity account to gift to this contingency fund and asked if the Town Council would be prepared to match fund.

A vote was taken, and the proposal was agreed in principle.

Councillor Flunder left the meeting at 7.18pm.

52. TO APPROVE THE CO-OPTION OF A COUNCILLOR FOR THE WEST WARD

A video from Neil Eardley was shared with the group. Councillor Salt and Councillor Perkin spoke in his favour. His nomination was proposed by Councillor Hall; seconded by Councillor Salt and agreed.

53. TO APPROVE THE NATIONAL JOINT COUNCIL (NJC) REVISED PAY OFFER, EFFECTIVE FROM APRIL 2022 (RATES ATTACHED)

Proposed by Councillor Hart; seconded by Councillor Smith and agreed.

54. ACCOUNTS AND FINANCE

- a) To approve accounts paid in November 2022

Expenditure between £500 and £5000		
English Martyrs	Biddulph Works Together	750.00
Biddulph Youth and Community Zone	Biddulph Works Together	1200.00
Biddulph Methodist Church and Victoria Centre	Biddulph Works Together	600.00
Oasis Community Church	Biddulph Works Together	840.00
Staffordshire Moorlands District Council	Business Rates 01.12.22 – DD	2027.00
Cloudy IT	50% of Council Chamber IT	4149.00
Moorlec	Sockets and lights- Mayor's parlour	561.60
Prism	IT Services	801.56
Expenditure less than £500		
Moorlec	Call-out, Town Hall lighting fault	216.00
Suzanne Williams	KH Town Councillor Grant	250.00
Julie Hancock	Craft at Twilight Market	200.00
St Lawrence's Church	Biddulph Works Together	455.98
SLCC	Training courses	432.00
Barry Harrison	Burial Ground planting	144.00
Jim Davies	Tree Planting pegs	118.80
Derbyshire County Council	Fire Extinguisher Service	207.25
Standard Life	Additional Voluntary Contribution	100.00

Moorland Contract Janitorial Ltd	Cleaning Supplies	385.68
Fifteen Group – DD	2 x Mobile Phones & Town Hall Wi-Fi	109.44
E-on	Electricity – Town Hall	52.59
Myers & Co	Employer Assist	150.00
Business Products	Photocopying	109.05
Tidysite Skip Services Ltd	Bin Emptying (Inv 117831)	156.24
Tidysite Skip Services Ltd	Bin Emptying (Inv 118094)	156.24
Tidysite Skip Services Ltd	Bin Emptying (Inv 118326)	156.24
C J Skelthorpe Jewellers	Case for Mayors Chain	161.38
Staffordshire Moorlands District Council	Professional Health & Safety Support	127.92
Reliance High Tech	Lone Working Devices	73.14
Waterlogic	Water Coolers	9.64
Business Products	A3 Paper & C5 Envelopes	133.01
Prism	Telephones - DD	189.96
Prism	IT Equipment (for New Starters)	568.25
Ignite Facilities Ltd	Call-out to Investigate Boiler Fault	150.00
Jim Garvey	Mayoral Expenses	170.05
Brian Carter	Volunteer Expenses	80.00
Katelyn Ball	Volunteer Expenses	80.00

b) To approve Supplementary Accounts

Expenditure between £500 and £5000		
Opus	Town Hall Gas - DD	1349.03
The Green Tree House	Biddulph Works Together	500.00
Rob Standell - Lengthsman	Market set-up/Visitor Centre Clearance	820.00
Moorland Contract Cleaning	Wharf Road/Visitor Centre Cleaning	2646.98
D&G	93 Bus - October	3229.80
Salaries		19101.01
Staffordshire Pension Fund	Pensions	6247.72
HMRC	PAYE	6843.86
Expenditure less than £500		

Staffordshire Moorlands District Council	Licensing Fee	295.00
K. Wood	Window Cleaning	114.00
Royal British Legion	Poppy Appeal	25.00
Heads	Twilight Market Advert	152.64
Staffordshire Moorlands Children's Centre	Biddulph Works Together	300.00
Julie Moore	Refreshments - Bereavement Group and Dementia Group	50.00
Moorland Contract Janitorial Ltd	Cleaning Supplies	203.98
Tidysite Skip Services Ltd	Bin Emptying (inv 117299)	156.24
Tidysite Skip Services Ltd	Bin Emptying (inv 117539 - Approved in October)	183.96
Electrical Installation Supplies	Light Tubes	72.79
Octopus Energy	Electricity – Visitor Centre	256.24
Octopus Energy	Electricity – Bus Hub	161.07
Natwest Bank	Bank Charges	66.33
Katelyn Ball	Wharf Road Toilets Open/Close	80.00
Brian Carter	Woodhouse Open/Close	80.00
Petty Cash		29.76

Councillor Smith questioned the stationery purchases made through Amazon and whether a local company could be used instead. Councillor Yates agreed. The Chief Officer agreed to research a suitable company.

The accounts were moved on-block by Councillor Jones; seconded by Councillor Hart and agreed. Councillor Garvey and Councillor Davies abstained due to personal reimbursements.

CONFIDENTIAL ITEMS

In accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, the Council is to determine which items, if any, should be taken with the public excluded.

55. TO APPROVE A CONTRACTOR TO COMPLETE WORK AT THE TOWN BURIAL GROUND (SPECIFICATION ATTACHED)

A contractor was chosen.

56. TO APPROVE THE INSTRUCTION OF A QUALITY SURVEYOR TO PROVIDE A BUDGET COST FOR THE TOWN HALL FRONTAGE DEVELOPMENT

It was agreed to move on to the next stage of the project.

The meeting ended at 7.45pm.

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