

MINUTES OF THE TOWN COUNCIL MEETING
BIDDULPH TOWN COUNCIL
TUESDAY 14th MARCH 2023, 6PM
HELD AT BIDDULPH TOWN HALL, HIGH STREET, BIDDULPH ST8 6AR

PRESENT:

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

Councillor Rushton was 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
- Ms Elizabeth Norton – Finance Officer
- Reverend Will Drain – St Lawrence Church
- Councillor Keith Flunder – Staffordshire County Council
- Inspector Darren McGrath -Staffordshire Police
- PCSO Joshua Carter– Staffordshire Police

Reverend Will Drain led the Town Council in prayer.

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

76. PUBLIC PARTICIPATION

Staffordshire Police

Inspector McGrath introduced himself and explained the current action that was being undertaken in the town to tackle some of the increased anti-social behaviour.

Councillor Jones questioned whether the gate leading into Sainsburys car park could be locked during the evening. Inspector McGrath explained that this is currently being discussed and confirmed that it will be secured.

Councillor Rogers expressed his concern with smelling substances when walking along the High Street; Inspector McGrath explained there has been an increase in training for a 'stop and search' and is hopeful that this will give new police officers the confidence to use this training.

Councillor Jackson questioned whether the new CCTV system, run by the District Council, is currently working. Inspector McGrath confirmed that the CCTV is functional as they have recently used footage to make an arrest. Inspector McGrath explained that the police are currently looking at a project where there could be mobile cameras to capture footage around the town, and possibly to have access to the District Council's CCTV in Biddulph Police Station for officers to monitor.

Inspector McGrath explained that Staffordshire Police are unable to fund CCTV, however, could receive part-funding with the council.

Councillor Salt questioned whether Staffordshire Police could provide data to assist with District Councillors requesting enhanced CCTV in problematic areas, Station Road being one area.

Councillor Yates questioned whether the mobile cameras mentioned earlier would be Overt or Covert. Inspector McGrath explained that due to legislation they would need to be Overt. Inspector McGrath agreed to provide costings of mobile CCTV to the Chief Officer for future discussions.

The Mayor suggested that Standing Order 3f should be extended for a 10-minute period to allow for additional public participation; proposed by Councillor Hall, seconded by Councillor Hart and agreed.

Staffordshire County Council

Councillor Yates reported that the damage made to the pillar on Newpool Bridge, caused by a road traffic accident, is to be repaired during the Easter holidays to reduce disruption expected with a road closure. Councillor Yates explained that the pillar will be removed as part of the repair due to it not fitting with modern standards of visibility. Councillor Yates is hoping to save the top section and use it as a feature in town.

Councillor Yates stated that following a meeting with County Council representatives a speed survey has been arranged for both Tower Hill Road and Station Road. He confirmed that funding has been secured to make the proposed changes to the loading bay located on the High Street, this is due to be completed in late spring.

Councillor Yates stated that the Divisional Highway Programme has been allocated for next year and includes a review to 'improving safe routes to school' around the Biddulph Arms, Halls Road, Mow lane and Smithy Lane junctions with a view to having justification for the zebra crossings to be replaced with a toucan crossing. He reported that there will be a set of options which will be discussed and brought to the Town Council.

Councillor Yates stated that he has requested a complete traffic survey for Biddulph Moor village and an extension to 30 mph zone from the Biddulph Grange corner to Anvil Drive.

Councillor Yates stated that the County Council Cabinet will receive a proposal to approve expenditure on Meadows Way, which includes the reconstruction of two roundabouts, and resurfacing of South View and Wharf Road.

Councillor Yates stated that the formal consultation at Greenway Bank is not going ahead due to a traffic survey being completed.

Councillor Hart requested that Mow Lane be looked at due to the dangerous speed and the high tonnage limit. Councillor Yates explained that the surveys will take place.

Councillor Flunder reported that he has organised a meeting with MP Karen Bradley regarding the SEND provision. An additional meeting will be held in

Stafford on 30th March 2023 at 3pm. He stated that a meeting regarding mental health will take place on the same day at 1.30pm.

Councillor Flunder reported that the 94 bus, provided by D&G, has been funded by the County Council and other Councils, and will be reviewed later this year.

Councillor Flunder reported that the free-school meals holiday provision will ensure that children are no longer going to be named, instead each school will create a block booking.

Councillor Flunder stated that the air cadets, located in Biddulph East, have accessed his Community Fund.

Councillor Flunder reported that the County boundary consultation will go through full council and stated that comments can be made on this. He also reported that the Greenway Bank consultation will be going ahead in the summer months.

Councillor Lawton requested that both Councillor Flunder and Yates to represent Biddulph's interest in continuing the 94 bus service.

77. APOLOGIES

Apologies were recorded and accepted for:

- Councillor G S Adams (Absent)
- Councillor E E Baddeley (Absent)
- Councillor J P Redfern (Absent)
- Councillor K Harper
- Councillor G Swift (Absent)

78. DECLARATIONS OF INTEREST

a) To declare any Disclosable Pecuniary Interests and Dispensations: The Chief Officer declared an interest in item 84.

b) To declare any Other Disclosable Interests: Councillor Hawley and Garvey are listed on the supplementary accounts.

79. MINUTES

a) To approve and sign the Minutes of the Town Council held on Tuesday 14 February 2023. Proposed by Councillor Hall; seconded by Councillor Hart and agreed.

b) To receive the Minutes of the Recreation and Amenities Committee meeting held on Tuesday 14 February 2023. Proposed by Councillor Hart; seconded by Councillor Jones and agreed.

c) To receive the minutes of the Planning Committee meeting held on Tuesday 21 February 2023. Proposed by Councillor Hawley; seconded by Councillor Salt and agreed.

d) To receive the minutes of the Town and Community Committee meeting held on Tuesday 21 February 2023. Proposed by Councillor Smith; seconded by Councillor Perkin and agreed.

80. MAYORS COMMUNICATIONS

The Mayor reported the success of the event held to support Syria and gave thanks to Councillor Salt and the community of Biddulph for their donations.

The Mayor gave his thanks to Biddulph Valley Leisure Centre for hosting the Congleton Rotary's Swimathon, in aid of North West Air Ambulance. He reported that the competition took place over two days and received positive comments towards the community of Biddulph.

The Mayor offered condolence to Mr Booth's Family and Friends.

The Mayor appealed, on behalf of Councillor Sylvia Rushton, to all councillors and requested support in donating Easter Eggs to ensure children receive an egg this year.

The Mayor reported that the Mayoress will be hosting a textile event this weekend on Saturday 25 March 2023.

The Mayor stated that during the Kings Coronation weekend there will be an event at the Old Hall which will include a guided tour of the Hall and gardens.

81. STANDING AGENDA ITEMS

a) To receive an update on the Town Council's covid pandemic response. Councillor Jones proposed to remove this item from the agenda, seconded by Councillor Hawley. All agreed.

b) To receive an update on the management of Biddulph Town Hall. The Chief Officer reported that she attended a meeting with the interim Head of Assets for the District Council where issues were raised. The Chief Officer will report back.

c) To receive and update on health and safety, including the outcome of an audit completed on 2 March 2023
The Chief Officer tabled the recommendations from the report and stated that this will be considered further by Councillor Harper in his role of Health and Safety Monitoring Councillor, which will in-turn be reported to the Finance Strategy and Management Committee. She wished to convey her thanks to the team for their fantastic work. Received.

d) To receive an update on 'Biddulph Works Together' project and to **confirm** an additional budget of £3000 until June 2023.
The Chief Officer read an email received by one of the 'Biddulph Works Together' group leaders which outlined the requirement of continued support from the Town Council and gave thanks.

Councillor Salt suggested setting up a charitable group for 'Biddulph Works Together' to enable funding to be applied for.

Councillor Flunder left the meeting at 7.02pm

Councillor Hawley, Smith and Yates expressed their full support. Councillor McLoughlin proposed to provide the budget, it was seconded by Councillor Smith. All agreed.

82. TO CONFIRM THAT THERE WILL BE A TOWN COUNCIL PHOTOGRAPH FOLLOWING THE APRIL TOWN COUNCIL MEETING, AND AN OPPORTUNITY FOR GOODBYES.

The Chief Officer suggested that the current council take an updated photo. Councillor Perkin proposed; Councillor Salt seconded. All agreed.

83. ACCOUNTS AND FINANCE

a) To receive an update on grants allocated during 2022-23

Councillor	Update	CHQ REFS
GS ADAMS	Allocated- £250, Sent Woodhouse/ Library application 20/1 for signature	£250 cheque 8835 TC 14.02.23
EE BADDELEY	Allocated- £200 Greenway Moor WI, £50 Friends of Biddulph Valley Way	£200 cheque 8849 TC 14.02.23 £50 cheque 8864 TC 14.02.23
N EARDLEY	Biddulph Tri's - £250	£250 cheque 8862 TC 14.02.23 SUPP
JIM GARVEY	Christ Church £250	Cheque to be processed and approved TC 14.03.23
AK HARPER	Spent- £250, Community Wellbeing Group	£250 cheque 8693 TC 08.11.22
DJ HAWLEY	Allocated- £100 BMCA, £75- Play Group, £75- Christ Church	BMCA £100 cheque 8809 TC 10.01.23 Christ Church £75.00 cheque 8863 TC 14.02.23 SUPP Playgroup – cheque to be processed and approved TC 14.03.23
A LAWTON	Allocated- £50 Community Wellbeing Group, £200 Park Middle cooking project – received from applicant, form to be signed by Councillor	BCWB £50 cheque to be processed and approved TC 14.03.23
AJ McLOUGHLIN	Spent- £250 Library Minecraft Project	£250 Cheque 8808 TC 10.01.23
CR PERKIN	Allocated- £250 Swimming Club (Form sent to Club to complete)	

W ROGERS	Allocated- £50 Biddulph U3A, £100 Biddulph Running Club, £100 Friends of Biddulph Valley	Biddulph U3A £50 cheque 8846 TC 14.02.23 Biddulph Running Club £100 8847 TC 14.02.23 Friends of Biddulph valley Way £100 cheque 8848 TC 14.02.23
ES RUSHTON	Allocated- £100 BYCZ , £100 Staged, £50 Sewing Group (Friends of B.R.I.C)	BYCZ £100 cheque to be processed and approved TC 14.03.23 Staged £100 cheque 8853 TC 14.02.23 Friends of B.R.I.C £100 8854 TC 14.02.23
CM SMITH	Allocated- £250 SMILE project (Form received, payment in Feb)	£250 cheque 8825 TC 14.02.23
GG SWIFT	Brown Lees and District Community Association £250	Cheque to be processed and approved TC 14.03.23

Yellow – cheques to be signed Red – Application to be finalised

Black – Complete; cheque be posted or collected.

A further spreadsheet was presented detailing the grant spend in 2022-23.

All updates were received.

b) To approve accounts to be paid in March 2023:

Expenditure between £500 and £5000		
BP Architecture	Town hall frontage Architect Costs	3318.00
Opus Energy	03 Feb – 02 March Gas Town Hall DD	2458.80
D&G Bus Ltd	No 93 February Bus Services	3076.00
Moorland Contract Cleaning	INV 8984 Visitor Centre Cleaning	1251.44
Moorland Contract Cleaning	INV 8983 Wharf Road Cleaning	1395.54
Staffordshire Moorlands District Council	Business Rates 01.02.23 – DD	2027.00
Staffordshire Moorlands District Council	Business Rates 01.03.23 – DD	2027.00

Expenditure less than £500		
Waterplus	Town Hall Supply - Period 01/12/21-01/02/22 (awaiting bill reissue to correct name)	456.18
Waterplus	Town Hall Supply - Period 01/02/22-01/03/22 (awaiting bill reissue to correct name)	205.65
Starboard Systems Ltd (Scribe)	Year End Health Check	82.80
Tidysite Skip Services	Bin Emptying INV 122322	181.08
Tidysite Skip Services	Bin Emptying INV 122578	156.24
Waterplus	WBG Supply - INV01210327	97.26
Lymers	Wharf Road Toilet Shutter repair	25.40
Moorland Contract Janitorial	Cleaning Supplies	1.20
Moorland Contract Janitorial	Cleaning Supplies INV 1629	225.03
Reliance High Tech	Lone Working Devices - Feb	73.14
Business Products	Printing February	90.82
David.B Limited	Quantity Surveyor Costs – Town Hall Frontage	320.00
English Martyrs Church	Biddulph Works Together	150.00
Scottish Power	Electricity – Station Rd	50.36
SPCA	Councillor training -awaiting invoice	60.00
Ignite Facilities	Gas Tightness Test Fee	144.00
K.Wood	Window Cleaning FEB	114.00
Waterlogic	WaterCooler Rental	11.08
Staffordshire Moorlands District Council	D Own Health and Safety Inspection	208.62
Julie Moore	Refreshments 2xFeastnFlicks, 1xDementia 1x Bereavement Groups	115.00
Octopus Energy	Wharf Road – Energy Bill	127.60
Octopus Energy	Visitor Centre – Energy Bill	438.52
Hanley Print Services	Inv 13816 Poster Printing	30.00
BYCZ	Cllr Grant Scheme - RUSHTON	100.00
Christ Church	Cllr Grant Scheme - GARVEY	250.00
Biddulph Moor Playgroup	Cllr Grant Scheme - HAWLEY	75.00
Biddulph Community Wellbeing Group	Cllr Grant Scheme - LAWTON	50.00

Brown Lees Community and District Association	Cllr Grant Scheme - SWIFT	250.00
Natwest	Bank Charges	45.89
Waterplus	Burial Ground Water supply 03 Feb – 03 Mar	17.76
Margaret Warman	Eye Test - Reimbursement	25.00
Margaret Warman	Feast and Flicks Refreshments - Reimbursement	17.90
Myers&Co	Employer Assist Membership - Feb	150.00
Tidysite Skip Services	Bin Emptying INV 122862	183.96

Credit Card		
Nisbets	Chopping Boards	44.39
Health and Care	Emergency Evacuation Sledge	120.88
Nisbets	Folding Rectangular Table (<i>to be reclaimed from SMDC Market Grant</i>)	575.95
Amazon	Display Stand for Leaflets/Brochures	17.87
Clerks and Council Direct	Local Councils Update Subscription – check not already approved	80.00
Canva	Design Software Annual Subscription	99.99
Amazon	Wheeled Storage Desk – laptop Stand	99.98
Amazon	Magnetic Frame Internal Signage	17.51
Amazon	Cable Ties	12.86
Amazon	Window Privacy Film	8.99
Amazon	Leaflet/Brochure display storage	25.02
Vital Skills	Office Staff Training	48.00
Displaysense	Pavement Sign / Counter Top Display	293.63
Utilia Energy	Gas Emergency Top Up - Resident	20.00
Utilia Energy	Electricity Emergency Top Up - Resident	20.00
XL Displays	Mobile Whiteboard/Pinboard Combi	469.20

The accounts were moved on-block by Councillor Hall; seconded by Councillor Hart and all agreed.

c) To **approve** supplementary accounts

Expenditure between £500 and £5000		
Salaries	March	14947.25
Staffordshire Pension Fund	Pensions	4291.73
HMRC	HMRC DD	3649.00
Westland Environmental Safety LTD	Asbestos Inspection Surveys – Visitor Centre and Town Hall	960.00
R.G.S	Lengthsman Work – Church Yd & burial grounds 2022	9850.00
WaterPlus	Water Charges 01 Oct 22 – 01 Feb 23	931.32
Your Choice Fire and Security	PAT Testing (Town Hall and Visitor Centre)	1324.80
Expenditure less than £500		
Lymers	<i>NOTE: Wharf Road Toilets repair (amount on payments to be approved s/b 152.40)</i>	152.40
Fifteen Group	Phones (Inv 115300) DD	110.04
E-On Next	Electricity Town Hall 01/02 – 28/02	39.06
Standard Life	Additional Pension Contribution DD	100.00
David Hawley	Cllr Expenses – Travel and parking SPCA meeting	28.00
John Robinson	Town Crier Expenses	165.90
Safe Haven Training Ltd	First Aid Training	480.00
Alan Richardson	Bus Hub work undertaken in 2022	76.20
WaterPlus	Water Charges 01 Feb 23 – 01 March 23	311.40
Alliance Environmental Services	Delivery and collection of wheelie bins – Christmas event	202.80
Cash	WBG opening/ closing- £80 and £33.46 petty cash	113.46

Credit Card		
Amazon	DVDs – Feast and Flicks	19.91
GiffGaff	Mobile Phone - Feb	8.00
GiffGaff	Mobile Phone - Feb	8.00

GiffGaff	Mobile Phone - Feb	8.00
GiffGaff	Mobile Phone - Feb	8.00
Sainsbury's	NOTE: Donation of Flowers – Mary TC 14.02.23 (amount is £10 not £40)	10.00
Sainsbury's	Meeting refreshments	15.00
HSQE Vital Skills	Staff Training	480.00
IKEA	Table legs	24.00
Amazon	PA System	421.99
Amazon	Stationary	7.99
Argos	Extension Lead	7.99
High Spirits	Refreshments meetings (£5.35) & Emergency Top Up (£40.00) Feb	45.35
The Conflict Training	Personal Safety Course	300.00
Sainsbury's	Feast and Flicks Food	52.10
High Spirits	Refreshments meetings (£5.35) & Emergency Top Up (£40.00) March	45.35
Sainsbury's	Bereavement Group and Dementia refreshments	11.10
B&M	Batteries	5.00
HSQE Vital Skills	Staff Training	48.00
Utitila Energy	Top Up Electricity Emergency - resident	20.00
Utitila Energy	Top Up Gas Emergency - resident	20.00

Proposed by Councillor Hall, seconded by Councillor Harper.

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.

The Chief Officer left the room before consideration of item 84.

84. To **confirm** a provider for the 93 bus service, following a tender process completed by Staffordshire County Council

The Major tabled the summaries provided; Councillor Jones gave a verbal summary.

To continue with D&G service was proposed by Councillor Jones, seconded by Councillor Hall. All agreed.

85. To **agree** that the reduced fare rate for the 93 bus, offered as part of the Biddulph Works Together project, will be continued for a further three months

Councillor Lawton stated that the service is regularly monitored, the average operating days is 21 in a month. Councillor Lawton reported that the number of day tickets has been increased. There did not appear to be an additional cost for the Town Council.

It was proposed by Councillor Lawton and seconded by Councillor Jones. All agreed.

86. To **confirm** that the Town Council will submit a planning application for the development of the Town Hall frontage, following consultation with key partners

Councillor Jackson stated that following a consultation, the key partners are supportive of the development of the Town Hall frontage.

Proposed by Councillor Jackson, seconded by Councillor Jones. One abstention by Councillor Rogers.

87. To **agree** a Town Council position with regard to the Support Staffordshire Officer.

The Chief Officer tabled a copy of an email from Support Staffordshire. It was discussed whether to provide office space for this role.

Proposed by Councillor Jones, seconded by Council Hall. Abstentions from Councillors Salt, Brady and Jackson.

The meeting ended at 7.51pm.

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