

MINUTES OF THE TOWN COUNCIL MEETING
BIDDULPH TOWN COUNCIL
TUESDAY 11 APRIL 2023, 6PM
HELD AT BIDDULPH TOWN HALL, HIGH STREET, BIDDULPH ST8 6AR

PRESENT:

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

Councillor Rushton was present but did not sign the attendance sheet.

IN ATTENDANCE:

- Mrs Sarah Haydon – Chief Officer (Minute taker)
- Ms Jodie Hancock – Events and Partnerships Officer
- Mrs Margaret Warman – Compliance and Governance Officer
- Ms Elizabeth Norton – Finance Officer
- Mrs Angela Williams – Administration Officer
- Mr John Robertson – Biddulph Town Crier
- Councillor Keith Flunder – Staffordshire County Council
- Mark Holdcroft – Life Stream Church
- PCSO Stacie Barker - Staffordshire Police

Six members of the public were in attendance.

The Town Crier introduced the Mayor, Deputy Mayor and Chief Officer.

Pastor Mark Holdcroft led the Town Council in Prayer

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

88. PUBLIC PARTICIPATION

Staffordshire County Council representative(s)

Councillor Flunder reported that the recent meetings regarding mental health and wellbeing, and SEND provision had been positive; the notes will be forwarded shortly. Councillor Flunder hoped to take this forward with the Health and Wellbeing Working Group.

Councillor Salt stated that through a Freedom Of Information request, there are 144 children in Biddulph with an educational health and care plan.

Councillor Flunder expressed his thanks to the Councillors who are retiring.

Councillor Yates reported that there is a new Chief Executive at the County Council who will be approved on Thursday.

Councillor Yates reported on the meeting he had with Mr David Williams (Highways portfolio holder); it was a positive meeting and he had been assured that there will be a different approach to repairs.

Councillor Hawley questioned whether Hot Lane has been surveyed; Councillor Yates stated that he is waiting for an inspection.

Councillor Yates expressed that he is pushing for a long-term change of approach.

Staffordshire Police

PCSO Barker reported that there have been 21 Anti-Social Behaviour incidences within the town in the past month, a couple of those were relating to an incident on Church Road and Duke Street where motor bikes have been riding on the field; one person in particular has been issued a section 59 notice. PCSO Barker stated that there have only been two incidents reported from Sainsburys.

PCSO Barker noted that a number of incidents do not get reported.

Councillor Yates expressed his concerns over the reporting system when using the number 101. Councillor Yates explained that he had tried to report an issue over the weekend regarding quad bikes using Biddulph Valley Way and found it frustrating. Councillor Yates requested that the police look into this and serve a section 59 notice.

Councillor Lawton stated that he had received an email from the library reporting damage to the library's back door and a tree has been removed between the library and health centre. This incident has been reported online; however, Councillor Lawton requested a visit from the police.

Councillor Jones expressed his frustration when he tried to contact an individual PCSO via email. PCSO Barker explained that an incident cannot be reported directly through email. Councillor Jones expressed that the incident wasn't a report, only additional information to be added. PCSO Barker suggested sending an email to all 5 PCSOs and one will pick it up, if times were critical.

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

Councillor Smith questioned the shift times for the Police. PCSO Barker confirmed 7am until 4pm is one shift, 1pm until 10pm is the other.

89. APOLOGIES

Apologies were recorded and accepted for:

- Councillor Jackson
- Councillor Brady
- Councillor Baddley

90. DECLARATIONS OF INTEREST

a) To declare any Disclosable Pecuniary Interests and Dispensations: Councillor Garvey Expenses.

b) To declare any Other Disclosable Interests: None.

91. MINUTES

- The Minutes of the Meeting of the Town Council held on Tuesday 14 March 2023 were **approved and signed**. Proposed by Councillor Hall, seconded by Councillor Hart
- The Minutes of the Recreation and Amenities Committee meeting held on Tuesday 14 March 2023 were **received**. Proposed by Councillor Hart, seconded by Councillor Rogers.

- c) The Minutes of the Planning Committee meeting held on Tuesday 21 March 2023 were **received**. Proposed by Councillor Hawley, seconded by Councillor Rogers. To be amended to note Councillor Salt's attendance.
- d) The Minutes of the Town and Community Committee meeting held on Tuesday 21 March 2023 were **received**. Proposed by Councillor McLoughlin, seconded by Councillor Smith.
- e) To the Minutes of the Finance Strategy and Management Committee meeting held on 28 March 2023 were **approved and signed**. Proposed by Councillor Hall, seconded by Councillor Harper.

92. MAYORS COMMUNICATIONS

The Mayor reflected on this being his final meeting. One of the highlights of the year was the recent Craft and Textile event. The Mayor gave special thanks to the Yarn Bombing group, with a particular mention to Sarah Singh and the mayoress, Sue Garvey for organising such a wonderful event.

The Mayor stated that the Mayors Civil Charity Ball is open to the whole community, tickets are available from reception. The Mayor is also looking forward to the Coronation Garden Day at Biddulph Old Hall.

Looking back, the Mayor reminisced that it had been a rollercoaster year with sad losses of local heroes and key public figures. It has been hard work but immensely rewarding to support the town through memorable experiences and landmark events.

On behalf of the Town Council and the residents of Biddulph, the Mayor gave thanks to all those Councillors who will not be returning after May.

93. STANDING AGENDA ITEMS:

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

The Chief Officer stated that an asset management meeting was held today, the notes will be available for the next Finance Strategy and Management Committee meeting. The Chief Officer reported that the outstanding money from Staffordshire Moorlands District Council has been received.

Councillor Salt questioned whether fire alarms have been sourced. The Chief Officer explained that the Health and Safety Adviser is currently costing a heat sensor system.

- b) To **receive** an update on health and safety activities
No update.

- c) To **receive** an update on 'Biddulph Works Together' project.

The Chief Officer stated that there had not been a recent meeting; the next meeting is 13 April.

Councillor Salt reported that she had received a grant of £1000, which will be used for research into the Biddulph Works Together project.

Councillor McLoughlin gave thanks to all volunteers, community groups and Councillors who have supported Biddulph Works Together.

94. To receive an update on Coronation activities and to **agree** proposed spending
The Chief Officer reported that £1000 has been granted from the District Council to support the activities for the town during the coronation weekend.

It was agreed to supplement groups with the funding.

There was a discussion as to whether to purchase pin badges for young people using the earmarked reserves; proposed by Councillor Rogers, seconded by Councillor Lawton and agreed. Councillor Smith abstained.

The Chief Officer noted that the Town Council plan to promote and recognise volunteering in June, as is usually done. The Chief Officer will provide a detailed timetable, and publicise on social media.

Councillor Salt questioned whether there would be a Civic Church service. Councillor Salt proposed the Town Council work alongside a local church, seconded by Councillor Harper and agreed. Councillor Hawley abstention from the vote.

95. ACCOUNTS & FINANCE

a) The accounts to be paid in April 2023 were **approved**.

Councillor Garvey abstained.

Expenditure between £500 and £5000		
Prism	IT Software support INV 171731 DD Feb	931.58
Staffordshire Moorlands District Council	Business Rates 01.04.23	2240.00
Garden Plus Ltd	Initial Deposit – Burial Ground Works	1900.00
Your Choice Fire & Security Limited	Access Control Uplift at Town Hall	1166.76

Your Choice Fire & Security Limited	Access Control System Upgrade at Town Hall	6450.79
Your Choice Fire & Security Limited	CCTV Upgrade at Town Hall	6278.48
Active Visual Supplies Ltd	Test& Inspection Stage Lighting	1185.60
Prism	Software support – March/Apr DD	932.06
Expenditure less than £500		
CASH	Petty Cash (£29.50) and Volunteer Expenses B Carter (£80) FEB	109.50
Reliance High Tech	Lone Worker devices – MARCH	73.14
Your Choice Fire & Security Limited	Access Fobs at Town Hall	276.98
Julie Moore	Food – Business Network Event	30.00
Congleton Chronicle	Biddulph Business Network	99.00
Tidysite Skip Services	Bin Emptying 123402 w/c 20.3	156.24
Tidysite Skip Services	Bin Emptying 123116 w/c 13.3	131.40
Waterlogic	Water Cooler rental	11.08
Grenke	Photocopier Lease 01/04/23 – 30/06/23	439.67
Staffordshire Moorlands District Council	D Owen H&S Services: Fire risk assessment 14.03.23	209.52
Sarah Haydon	Eye test Reimbursement	36.00
Staffordshire Moorlands District Council	Lease of Land Congleton Road	90.00
ADT	Fire System Faulty equipment	90.00
B.Webster Plumbing	Supply and fit disabled Tap Visitor centre	230.00
K. Wood	Window Cleaning March	114.00
Staffordshire Moorlands District Council	Cemetery Rates 01/04/23	51.26

b) To approve supplementary accounts

Expenditure between £500 and £5000		
Salaries	April	15006.46
Staffordshire Pension Fund	Pensions	4459.82
HMRC	HMRC DD	4069.96
Octopus Energy	Electricity – Visitor centre	1201.33

SPCA	Annual Subscription SPCA and NALC Affiliation - electors	1508.54
D&G Bus Ltd	No 93 March Bus Services	3537.40
ADT	Intruder System – fault – engineer costs	590.40
Your Choice Fire & Security	INV 1211 – Fire Door survey – Visitor Centre	720.00
Your Choice Fire & Security	INV 1212 – Fire Door survey – Town hall	2614.25
Moorland Contract Cleaning	Cleaning – Wharf Road Toilets - March	1211.51
Moorland Contract Cleaning	Cleaning – Visitor Centre - March	1251.44
Ignite facilities	Annual Boiler Service	510.00
Expenditure less than £500		
Staffordshire Moorlands District Council	NOTE : Cemetery Rates Annual amount 23/24 instead of monthly (£51.26)	369.26
Standard Life	Additional Pension Contribution DD	150.00
Myers&Co	EmployerAssist membership	150.00
Tidysite Skip Services	Bin Emptying INV 123652	156.24
Tidysite Skip Services	Bin Emptying INV 123885	202.35
Octopus Energy	Electricity – Bus Hub	108.09
Clerks and Councils Direct	Freedom Scroll - TH	108.66
NatWest	Bank Charges	57.61
Prism	Telephone Charges Feb DD	234.09
Prism	Telephone Charges Jan DD	228.09
Julie Moore	Food for Approach, Bereavement and Feast and Flicks	90.00
Margaret Warman	Reimbursement – Councillor Long Service -Decanter	49.48
Jim Garvey	Mayoral Expenses Feb & March	405.80
B Webster Plumbing	Bus Hub – repairs to toilet handles Visitor Centre – urinal repair	395.00
ICCM	Membership – Cemetery and Crem management	95.00
Fifteen Group	Phones – April	109.44

WaterPlus	Water Charges 03 March 23 – 01 April 23 – St Lawrence's Church	21.80
Wain Marsh Tree Services	Tree cutting – burial ground (James Bateman Way)	350.00
Cash	Volunteer Expenses- £120 and petty cash £45.90	165.90

Credit Card		
Facebook Meta	Advertising	15.00
GiffGaff	Mobile Phone – March invoice	8.00
Wrights	Feast and Flicks Food 15/3	39.25
Sainsburys	Meetings refreshments and cleaning products	24.15
GiffGaff	Mobile Phone – March invoice	8.00
GiffGaff	Mobile Phone – March invoice	8.00
GiffGaff	Mobile Phone – March invoice	8.00
Sainsburys	Feast and Flicks Food 22/3	41.05
Sainsburys	Resident Emergency Food	14.40
Amazon	Stationary and Disposable Gloves	8.93
Amazon	Window Film, Aprons and Jugs	36.45
We Print Lanyards	Staff Lanyards	184.92
Meta	Advertising	15.26
PortalPlanQuest Ltd	Frontage Planning Permission	149.20
Sainsburys	Meeting refreshments (Business Network)	44.70
Sainsburys	Feast and Flicks Food 29/3 and cleaning supplies	51.29
A1 Skip Hire	Skip Hire – Burial Ground	95.00

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

Councillor Hall gave his thanks for all the support over the years, it has been his privilege to serve. He gave thanks to his colleagues and a special thanks to the Chief Officer for the management of the Town. Councillor Hall expressed his thanks to Mrs Hall for the continued support, and wished those standing again his best wishes.

Councillor Redfern also gave his thanks, stating that Biddulph has the most progressive Town Council throughout the region and wishes great success in the future.

Meeting ended at 7.01pm.

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