

**MINUTES OF THE TOWN COUNCIL MEETING
BIDDULPH TOWN COUNCIL
TUESDAY 10 OCTOBER 2023, 6PM
HELD AT BIDDULPH TOWN HALL, HIGH STREET, BIDDULPH ST8 6AR**

PRESENT:

- **Deputy Mayor**
Councillor N R Yates (Chair)
- Councillor N Eardley
- Councillor S Fletcher
- Councillor J I M Garvey
- Councillor A H Hart
- Councillor D Hawley
- Councillor F A Holdsworth
- Councillor M A Hopkins
- Councillor K J Jackson
- Councillor J T Jones
- Councillor C Kisicki
- Councillor A C Lawton
- Councillor A C W Parkes
- Councillor D Proudlove
- Councillor W Rogers
- Councillor J Salt
- Councillor C M Smith
- Councillor C Wood

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 – Biddulph Town Crier
- Rev. Yanyan – Biddulph Methodist Church
- PCSO Joshua Carter – Staffordshire Police
- Councillor Keith Flunder – Staffordshire Moorlands County Councillor

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

Rev Yanyan Case led the Town Council in Prayer.

The Deputy Mayor expressed his well wishes to the Mayor of Biddulph who was not in attendance due to illness.

The Deputy Mayor recited the disclaimer regarding the recording of the meeting.

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

35. PUBLIC PARTICIPATION

Staffordshire Police

PCSO Carter gave a presentation on Automatic Numberplate Recognition (ANPR) which included information detailing a camera site assessment. He explained that there is a questionnaire to be distributed after the meeting for councillors to have their say, the deadline for this to be submitted is 15th October 2023.

Councillor Hart questioned whether the ANPR would pick up license plates that have been swapped onto different cars.

Councillor Jones questioned how the assessment of locations is made and questioned the use of a mobile ANPR.

Councillor Hawley questioned whether the camera would pick up both directions of route. PCSO Carter confirmed this.

Councillor Jackson requested the police contact numbers to be circulated to the Councillors.

Councillor Smith questioned the crime statistics, and whether there has been a decrease in any area. PCSO Carter noted that anti-social behaviour has decreased, however, car theft has increased.

The Chief Officer stated that Sergeant McDonald and herself will be meeting the Stoke CCTV team to discuss mobile CCTV and whether that can be used in Biddulph.

Staffordshire County Council representative

Councillor Yates stated that a County Council surgery took place prior to the council meeting where site specific points were raised and discussed.

Councillor Flunder

Councillor Flunder reported that he attended a Health Scrutiny Committee meeting, where they discussed the upgrade of 'help at home' through Staffordshire Connects, helping people to get access to useful products. Councillor Flunder suggested working on a demonstration event where people could search a website to find information of how these products work. Councillor Flunder requested feedback from Councillors regarding this.

Councillor Flunder reported that the Audit and Accounts are still behind and confirmed that this has come about due to national issues.

Councillor Flunder reported that he had received a presentation regarding 'Giga-fast' internet, which is better than 'Super-fast' at a speed of 1000mbps. As a result of this, poles are being

erected in rural areas without consultation. He requested that Councillors keep an eye out for these installations.

Councillor Flunder stated that he had recently attended a Divisional Highways Programme (DHP) meeting where he expressed his disappointment regarding Park Lane, he has been assured that it is on list to be re-surfaced, however the season is closing rapidly. With regard to dropped kerbs for access to a local school, he had requested a quote to complete the work and is still working on it.

Councillor Smith stated that there is a camera which monitors speed that is not working on Park Lane. Councillor Flunder explained that there are electronic speed boxes that can be requested through DHP.

Councillor Yates

Councillor Yates reported that Biddulph Valley way has been put onto the County Council's routine maintenance schedule and therefore regular mowing of the verges and treatments on the Japanese knot weed will take place.

Councillor Yates reported that there have been recent changes at recycling centres whereby DIY waste which was chargeable is no longer being charged.

Councillor Yates stated that the County Council have produced a strategy for Climate Change, which is currently being approved by the Cabinet.

Councillor Salt questioned whether Councillors are aware of the issues regarding the Number 9 bus to Newcastle. Councillor Yates explained that unfortunately a larger bus is not possible, however there are a number of options and advertisement of the bus timetable would be taking place.

36. APOLOGIES

- **The Mayor:**
Councillor A K Harper
- Councillor C Brady
- Councillor S Rushton
- Councillor J Redfern

37. DECLARATIONS OF INTEREST

- a) To declare any Disclosable Pecuniary Interests & Dispensations. Item 44b - Councillors Rogers, Eardley and Holdsworth. Item 45 – Councillor Proudlove. Item 48 – Councillor Hart.

- b) To declare any Other Disclosable Interests. None.

38. MINUTES

- a) To **approve and sign** the Minutes of the Town Council meeting held on Tuesday 12 September 2023.

Proposed by Councillor Hart; seconded by Councillor Jones. **Signed and Agreed.**

- b) To **receive** the Minutes from the Recreation and Amenities Committee meeting held on Tuesday 12 September 2023. Councillor Hawley is down as apologies, he is not on the committee.

Proposed by Councillor Hart; seconded by Councillor Jones. **Received.**

- c) To **receive** the Minutes of the Planning Committee meeting held on Tuesday 19 September 2023.

Proposed by Councillor Hawley; seconded by Councillor Garvey. **Received.**

- d) To **receive** the Minutes of the Town and Community Committee meeting held on Tuesday 19 September 2023

Proposed by Councillor Smith; seconded by Councillor Salt. **Received.**

- e) To **approve and sign** the Minutes of the Finance Strategy and Management Committee meeting held on Tuesday 26 September 2023.

Councillor Salt was not in attendance and gave apologies.

Proposed by Councillor Rogers; seconded by Councillor Hawley. **Signed and Agreed.**

39. DEPUTY MAYORS COMMUNICATIONS

Councillor Yates reported that on Saturday 14 October at 9am a pet shop will be opening in King Street.

On Saturday 21 October Biddulph will be hosting an event to celebrate the 30th anniversary of the Royal British Legion branch in Biddulph.

The Chief Officer expressed regrettably that the Mayor's quiz night may be cancelled due to ill health.

40. STANDING AGENDA ITEMS:

Councillors to note that these are existing standing agenda items and can be amended by resolution, if required.

- a) To **receive** an update on the management of Town Council Assets

The Chief Officer reported that the previously there has been an asset management working group, there are policies that would ideally be amended, and more detailed discussions are necessary. Councillors Hart, Jackson, Rogers and Salt agreed to attend a meeting.

Councillor Smith questioned whether there has been an update on the management of the visitor centre. Councillor Yates stated that it has been raised and he continues to check.

b) To receive an update on health and safety activities (inc. risk management)

The Chief Officer reported that there has been no formal meetings however the officers continue to review the processes and practices in regard to events and risk assessments.

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

The Chief Officer stated that a meeting was held on 27 September, which was very positive. It was agreed to host similar activities as last year by providing warm space places; a budget had been agreed through the Finance Strategy and Management Committee.

The Chief Officer reported that the roll out of slow cookers has commenced. There is a letter to be handed out and a spreadsheet collating the data of who has received a slow cooker. The scheme is part of the County Councils Department of Work and Pensions scheme. The Chief Officer explained that a booklet holding recipes and information has been compiled.

There was a discussion around whether the Biddulph Works Together group could become a constituted group to enable the members to apply for funding.

41. TO RECEIVE AN UPDATE ON OUTSIDE BODY MEETING ATTENDED IN THE PAST MONTH

Councillor Flunder left the meeting at 19.02pm

Twinning Association and Fairtrade

Councillor Garvey reported that Biddulph has once again obtained the Fair Trade Community status for the next 3 years until 2026. The Fair Trade group plan to hold another event in January/February next year for the schools. There was also a discussion around whether another ethical fair could be held in the town.

42. TO APPROVE A SECOND COUNCILLOR TO COMPLETE INTERNAL CONTROL MONITORING VISITS WITH COUNCILLOR HAWLEY

Councillor Rogers nominated Councillor Eardley, due to his background in Finance; seconded by Councillor Jackson. All **agreed**.

43. TO RECEIVE AN UPDATE ON THE REFERENDUM FOR THE NEIGHBOURHOOD PLAN AND NEIGHBOURHOOD DEVELOPMENT ORDER

The Chief Officer stated that she had received an email from the District Council explaining that the period of consultation had been completed on 27 September; the recommendation will go to the District Council on 18 October, where the officer recommendation was to move towards a referendum. There will be 2 votes; yes/no, to accept the Neighbourhood Plan and the Neighbourhood Development Order.

The advice received is that the Town Council cannot campaign for a yes vote. Information can be provided, and the content of the documents discussed, but there can be no campaign.

The Chief Officer stated the design work is to be agreed and a quotation has been received; an application for Locality grant funding has been submitted to cover the cost.

Councillor Yates questioned how to promote that there is a referendum. The Chief Officer mentioned that the Biddulph Times could be used to publicise the Neighbourhood Plan.

Councillor Garvey expressed his concern that the Biddulph Times is not distributed in Biddulph Moor.

There was a discussion around how the information could be distributed.

44.ACCOUNTS & FINANCE

a) To **approve** accounts to be paid in October 2023:

Expenditure between £500 and £5000		
Prism	Software support – Sep/Oct DD	936.86
D&G Bus Ltd	No93 Bus Service - September	3507.00
SMDC	Business Rates DD - Oct	2240.00
Octopus Energy	Town Hall Electricity - September	1492.93
Octopus Energy	Visitor Centre – August – Electricity	601.99
PPL PRS	Music License – Town Hall	3583.12
R.G.S	Lengthsman work 6/8 - 17/09 and second payment for grass cutting – Biddulph Church and TBG	12690.00
N&J Services Ltd	Tree Survey at the Burial Grounds	954.00
Mazars	Audit Fee	2016.00
SMDC	Business Rates DD - Nov	2240.00
Expenditure less than £500		
Myers & Co	Employer Assist membership Sep-Oct 23	150.00
Prism	Telephone Charges – DD	245.39
Tidysite Skip Services Ltd	Bin Emptying – INV 130492 wc18/9	171.87
Tidysite Skip Services Ltd	Bin Emptying – INV 130281 wc11/9	199.19
Culligan	Cooler Rental - September	11.08
Moorland Contract Janitorial Ltd	Cleaning Supplies – INV 2569	56.16
Opus Energy	Sep-Oct Gas Town Hall DD	199.53
Business Products	September – Printing	87.27

Reliance High Tech	Lone working devices - Sep	73.14
Octopus Energy	Wharf Road – Electricity	167.93
Octopus Energy	Wharf Road – Electricity (July)	119.36
Philip Hardaker	Drawings Fee – Biddulph Seat Project	150.00
Sovereign Planned Services Ltd	Callout to LG AC system – Fault	180.00
SMDC	H&S D.Owen ‘Intro to Managing Safely’	333.00
Barry Harrison	Reimbursement – DJM Nurseries – Plants	80.00
PPL PRS	Music License – Visitor Centre	417.41
Toni’s Treats	Feast/flicks 1x tray missed from invoice INV 19	20.00
Toni’s Treats	Feast/Flicks 1x weeks INV 20	15.00
Tidysite Skip Services	Bin Emptying – INV130773 w/c 25/09/23	229.68
SMDC	Lease of Land – Congleton Rd	90.00
Moorland Contract Janitorial Ltd	Cleaning Supplies – INV 2576	6.18
Moorland Contract Janitorial Ltd	Cleaning Supplies – INV 2579	100.15
Moorland Contract Janitorial Ltd	Cleaning Supplies – INV 2585	36.12
Octopus Energy	Visitor Centre – September - Electricity	474.00
Tidysite Skip Services	Bin Emptying INV 131119 w/c 02/10/23	171.87
Time Assured	Annual Clock Service; TBG, Town Hall, Roaches School	350.00
Grenkeleasing	Printer Lease – Quarterly Fee	439.67
SLCC	Training – Staff (inv BK212478-1)	42.00
Your Choice Fire & Security	Fire Extinguishers at the Town Hall	390.00
Stone Town Council	Trafalgar Dinner – Mayor’s Allowance	70.00

Credit Card		
GiffGaff	Mobile Phones – Sep	8.00
GiffGaff	Mobile Phones – Sep	8.00
GiffGaff	Mobile Phones – Sep	8.00
Gov.uk	Land and Property search	6.00
Toolstation	Enabler Cistern Lever	24.58
Sainsburys	Feast & No Flicks 20.09.23	28.60
Facebook	Social Media Advertising	25.00
Sainsburys	Feast & Flicks 13.09.23	31.22
Sainsburys	Emergency Food Parcel – Resident	24.39
Argos	Monitor	65.83
Trade Paint Direct	Coating for Plasterboard	86.12

Home Bargains	Carpet Cleaner Fluid – Council Chamber	1.89
Sainsburys	Feast & No Flicks 27.09.23	12.50
Sainsburys	Feast & Flicks 04.10.23	30.45
Facebook	Social Media Advertising	24.24
Sainsburys	Emergency Food Parcel – Resident	26.90

Councillor Smith questioned the visitor centre PRS license.

It was noted that there are amounts larger than £5000 listed in the £500 to £5000 section. It was discussed that the column be renamed.

Councillor Salt requested data regarding the printing costs, to be brought to the IT working group.

b) To approve supplementary accounts (to be tabled)

Expenditure between £500 and £5000		
Salaries	October	16730.29
HMRC	HMRC	4782.84
Staff Pensions	Pensions – Sep	6228.42
Moorland Contract Cleaning	INV ---- Visitor Centre Cleaning - SEPT	981.13
Moorland Contract Cleaning	INV ----- Wharf Road Cleaning - SEPT	1524.85
Biddulph Library (SCC)	Biddulph Works Together (15 Sept – 15 Dec)	580.00
Expenditure less than £500		
CASH	Volunteer Expenses Oct (£160.00), Petty Cash (£45.78)	205.78
Standard Life	Voluntary Pension Payment - Oct	150.00
Natwest	Bank Charges	44.99
E-On	Electricity – Xmas Light Supply TH	27.94
Electrical Installation Supplies	Lightbulbs Inv 343333	33.19
Electrical Installation Supplies	Lightbulbs Inv 343334	78.30
Sarah Haydon	Travel Expenses	11.54
English Martyrs Church	Biddulph Works Together (1 st Nov – 20 th Dec)	480.00
Biddulph Victoria Football Club	Town Councillor Grant – (Cllr Eardley, Holdsworth, Kisicki, Lawton, Redfern and Rogers)	350.00

Tidysite Skip Services Ltd	Bin Emptying w/c 09/10/23 inv 131418	199.19

Accounts were approved on-block; proposed by Councillor Jones; seconded by Garvey. All **agreed.**

The Town Crier left the meeting.

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.

45. TO RECEIVE AN UPDATE IN RELATION TO ONGOING DISCUSSIONS REGARDING THE COMMUNITY OWNERSHIP FUND

The previous option would not be possible; other options were considered.

46. TO RECEIVE AN UPDATE IN RELATION TO THE STATION ROAD FOUNTAINS, AND TO AGREE FURTHER ACTIONS

Councillor Proudlove proposed that the technical report be shared.

47. TO CONFIRM NEW STORAGE ARRANGEMENTS FOR TOWN COUNCIL MARKET EQUIPMENT

Possible storage arrangements were discussed. Further details are required.

48. TO RECEIVE AN UPDATE FROM THE MINING LAMPS WORKING GROUPS, AND TO AGREE FURTHER ACTIONS

Councillor Jones proposed to accept recommendations in full. Agreed.

The meeting ended at 8.07pm

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