

# Biddulph Town Council



Wednesday 8 January 2020

Dear Councillor

You are summoned to attend a meeting of the Town Council at **6.00 pm** on **Tuesday 14 January 2020** in the Council Chamber, Biddulph Town Hall, at which the following business will be transacted. Any Councillor unable to attend should forward their apologies either to the Chief Officer or the Mayor.

Yours sincerely

SM Haydon  
CHIEF OFFICER

**Members of the public and press are welcome to attend**

## A G E N D A

### 1. PUBLIC PARTICIPATION

*The meeting to adjourn for up to 20 minutes (Standing Order 1d-f) to allow for public participation. Residents are invited to give their views and question the Town Council on issues on this agenda, or raise issues for future consideration at the discretion of the Mayor. Members of the public wishing to raise issues which are not on the Agenda should notify the Chief Officer five working days before the meeting. Members of the public may not take part in the Council meeting itself.*

**The Mayor to confirm whether individuals attending wish their names to be included within the minutes.**

Standing items for discussion as necessary- Policing in Biddulph

Standing item- County Council issues

### 2. APOLOGIES

To receive apologies and approve reasons for absence.

### 3. DECLARATIONS OF INTEREST

- a) To declare any Disclosable Pecuniary Interests & Dispensations
- b) To declare any Other Disclosable Interests



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#### 4. MINUTES

- a) To **approve and sign** the Minutes of the meeting the Town Council held on 12 November 2019
- b) To **approve and sign** the Minutes of the meeting the Finance Strategy and Management Committee meeting held on 26 November 2019
- c) To **approve and sign** the Notes of the meeting the Asset Transfer Working Group meeting held on 21 November 2019
- d) To **approve and sign** the Notes of the meeting the Asset Transfer Working Group meeting held on 12 December 2019
- e) To **receive** the Minutes of the Recreation and Amenities Committee meeting held on 12 November 2019
- f) To **receive** the Minutes of the Planning Committee meeting held on 19 November 2019
- g) To **receive** the notes from Planning Committee members, compiled in December 2019
- h) To **receive** the Minutes of the Town and Community Committee meeting held on 19 November 2019

#### 5. MAYOR'S COMMUNICATIONS

#### 6. NEIGHBOURHOOD PLAN AND NEIGHBOURHOOD DEVELOPMENT ORDER:

To **approve** the following documents and to **resolve** that the Town Council should submit these documents to Staffordshire Moorlands District Council, beginning the Regulation 16 consultation process.

- Neighbourhood Plan Regulation 14 Consultation responses (attached)
- Neighbourhood Development Order Regulation 14 Consultation responses (attached)
- Neighbourhood Plan Policies- Regulation 16 consultation version (attached). Please note, the appendices and introductory sections remain largely unchanged (some formatting issues will be resolved) and can be viewed at: <https://biddulph.co.uk/neighbourhood-plan/>
- Neighbourhood Development Order- Regulation 16 consultation version (attached)
- Neighbourhood Plan Basic Conditions Statement, including Environmental Impact Assessment (draft attached)
- Neighbourhood Development Order Basic Conditions Statement, including Environmental Impact Assessment (draft attached)
- Neighbourhood Plan Consultation Statement (attached)
- Neighbourhood Development Order Consultation Statement (attached)

Please **note**, the Neighbourhood Plan Working Group have reviewed the 75 proposed Local Green Space Designations and added/ removed information, as appropriate. These are available on the above link.

Councillors to **note** that there will be additional expenditure in relation to design costs for the documents above. These will be agreed in line with the Financial Regulations, section 4.1.

# Biddulph Town Council



## 7. ASSET TRANSFERS

Please see Working Group Notes for reference

- a) To **receive** an update on issues arising in relation to the management of Biddulph Town Hall and Visitor Centre (standing agenda item)
- b) To **resolve** that the Town Council should take over the management of room bookings for the Town Hall and meeting spaces, and to review and implement amended prices.
- c) To **resolve** that Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) discussions should commence in relation to caretaking staff within Biddulph Town Hall. Please note, confidential employment details will not be shared as part of these discussions.

## 8. TO APPROVE TOWN COUNCILLORS' COMMUNITY GRANT FUND APPLICATIONS RECEIVED TO DATE (Summary document to be tabled)

## 9. TO CONFIRM THAT THE CHIEF OFFICER, CLLR JIM DAVIES (TOWN MAYOR) AND CLLR DAVE HAWLEY (CHAIR OF THE BIDDULPH TOWN COUNCIL PLANNING COMMITTEE AND NEIGHBOURHOOD PLAN WORKING GROUP) WILL BE ATTENDING THE FOLLOWING SESSIONS WITH THE LOCAL PLAN INSPECTOR:

Session 1 – 09.30 Tuesday 4 February 2020, Matter 1 Biddulph – safeguarded land and provision for housing

Session 3- 09.30 Wednesday 5 February 2020, Matter 3 Local Green Space (LGS)

## 10. ACCOUNTS & FINANCE

### a) Accounts received between meeting cycles and those to be paid January 2020

#### Expenditure over £500

##### **D and G Bus Ltd**

Service 93 for November 2019	3229.80
Service 93 for December 2019	3076.00

##### **SMDC**

Service Charge 2019-2020	26108.76
For rent of 2 rooms and Chamber at Town Hall	

##### **Down to Earth Designs Ltd**

3 <sup>rd</sup> instalment for Station Road site	13369.99
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##### **Bp architecture**

Stage 5 of work at Station Road site	822.00
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##### **Severn Trent Water**

Installation and connection of water	1585.78
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and meter at Station Road site

**Ironage Designs** 2759.25  
Replacement Fencing on A527 towards Whitemoor

**Ebm Printers** 574.80  
Classic vehicle banners  
Classic vehicle boards  
October events banners

**Expenditure below £500**

**Ash Waste Services** £318.04  
Weekly skip collection Town Burial Ground November  
(Confirmed amount)

Weekly skip collection at Town Burial Ground December 426.42

**Tidysite Skip Services Ltd** 23.10

Skip at Woodhouse Burial Ground

**WaterPlus** 71.24

Water at Town and Woodhouse Burial Grounds

**B Carter** 40.00

Un/lock gates at Woodhouse Burial Ground

**Countrywide Grounds Maintenance** 58.50

Land at Springfield Road

**Filmbank Media** 159.60

Fee for showing Miracle on 34<sup>th</sup> Street

**Chartered Institute of Housing** 310.00

Annual membership

**Business Products**

Copies for November 132.19

Copies for December 46.73

**S Haydon** 30.43

Welcome banner reimbursement

Replacement chq 7000 incorrect amount

**Heads (Congleton) Ltd** 146.88

Advert for December events

**Protech Electrical Ltd**

Replacement LED lamps for street decorations 384.00

Repairs to Biddulph Moor Community stone light 272.64

**FW and D Wain** 38.64

Lamp and bulbs

**Heaton House Farm** 251.85

23 Christmas Trees

Replacement cheque 7001, reduced amount

**On Tap** 50.00

Towards power for Christmas Lights

**S Rushton** 100.00

Reimburse for catering

from Sophia's Kitchen at Town Lights switch on

# Biddulph Town Council



<b>Moorlands Radio</b>	200.00
Biddulph Moor lights switch on	
<b>Schools/Brownies/Cubs</b>	
£25 contribution towards lantern preparation, no more than 8	up to 200.00
<b>E Holt</b> – battery tea lights	5.00
<b>SMDC</b>	
Lease of land for Moorland Road allotment site	90.00
10 wheelie bins for lights switch on	174.00
<b>Petty cash</b>	
December 2019	51.37
<b>Grenke Leasing Ltd</b>	439.67
Quarterly rental charge for photocopier	
<b>S Haydon</b>	84.09
Travel December 2019 to January 2020	
<b>Cllr D Hawley</b>	73.30
Travel and to Leek x 2 and Stafford x 2 and parking	
<b>Cllr Rogers</b>	9.00
Travel to Leek Parish Assembly	

## b) Supplementary accounts

To be tabled

## Credit Card Payments

<b>December 2019</b>	
<b>Facebook</b>	40.00
Boosts for	
Dementia Cinema Brigadoon	
Classic Vehicle show	
Artisan Market	
Calendar	
Beer and Music Festival	
Dementia Friends training	
Neighbourhood Plan	
Biddulph in Bloom	
Green Spaces	
Environment and Climate Change	
Biddulph Residents	
<b>Facebook</b>	1.69
Advert for Artisan Market	
<b>SMDC</b>	21.00
Temporary Events Notice	
<b>Giff gaff</b>	25.00



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Wifi charges	
<b>Survey Monkey</b>	408.00
Annual fee	
<b>Shutterstock</b>	19.00
Media graphics monthly fee	
<b>Amazon</b>	12.00
Bookings diary	
<b>January 2020</b>	
<b>Facebook</b>	12.09
Boosts for	
Neighbourhood Plan Reg 14 consultation	
Projects	
Lights switch on	
Woodhouse Carols	
<b>Amazon</b>	169.00
Snow Machine and snow liquid	
<b>Giff gaff</b>	25.00
Wifi charges	
<b>MH Star UK Ltd</b>	54.99
Heavy Duty Trolley	
<b>Shutterstock</b>	19.00
Media graphics monthly fee	
<b>Not on the High Street</b>	38.00
Mayoral gift	