

Biddulph Town Council



Wednesday 3 July 2019

Dear Councillor

You are summoned to attend a meeting of the Town Council at **6.00 pm** on **Tuesday 9 July 2019** 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.

Item requested by resident, Tim Sproston, 'Biddulph's response to the recent Local Plan meeting on 26th June 2019'.

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



Biddulph Town Council
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4. MINUTES

- a) To **approve and sign** the Minutes of the meeting the Town Council held on 11 June 2019
- b) To **approve and sign** the Minutes of the Finance Strategy and Management Committee meeting held on 25 June 2019
- c) To **receive** the Minutes of the Recreation and Amenities Committee meeting held on 11 June 2019
- d) To **receive** the Minutes of the Planning Committee meeting held on 18 June 2019
- e) To **receive** the Minutes of the Town and Community Committee meeting held on 18 June 2019

5. MAYOR'S COMMUNICATIONS

6. TO RESOLVE THAT THE TOWN COUNCIL SEAL CAN BE USED TO VERIFY THAT AN INDIVIDUAL IS STILL LIVING

NALC guidance from 23 May 2019 states:

NALC has recently been asked to advise on whether there is a power for a local council to use its official seal to authenticate a document on behalf of a private individual. We understand a practice has developed of the clerk or a councillor using their council's seal to authenticate a document confirming, for example, that a resident is still alive, for people receiving a pension from abroad.

NALC's view is that a council should not use its seal to authorise documents not directly related to that council. Whilst in many European countries the local authority has a specific role in authenticating documents, that is not the case here.

A council seal is to be used for confirming the council's consent to a particular document and the related transaction (e.g. the sale or purchase of land). The seal should never be used without a formal resolution authorising the specific use and a council's standing orders should set out the procedure for the use of the seal. When a council uses the seal on a document relating to a council transaction, the power to use the seal is incidental to that transaction (s.111 of the Local Government Act 1972).

When the seal is used on a document to which the council is not a party, there is no power to do so and that use is not incidental to any other of the council's powers. In addition, because of the role of a foreign local authority, the council could be taking on an open-ended liability if there was something wrong with a document that it applied the seal to as the foreign authority would take the seal as a guarantee by the town council of the validity of the underlying transaction.

This practice has taken place for residents of the town; approval is sought to continue to use the Council seal on these occasions.

7. **RECOMMENDATION FROM THE FINANCE STRATEGY AND MANAGEMENT COMMITTEE: THAT A DISPENSATION SHOULD BE SOUGHT FOR COUNCILLORS TO MAKE AN ALLOCATION IN RELATION TO THE GRANT APPLICATION SUBMITTED BY COUNCILLOR SMITH FOR THE TROLL RUN**
8. **ITEM REQUESTED BY COUNCILLOR MCLOUGHLIN: BIDDULPH'S RESPONSE TO THE LOCAL PLAN AND THE SITE SELECTIONS INCLUDED WITHIN, INCLUDING FEEDBACK FROM THE NEIGHBOURHOOD PLAN WORKING GROUP**
9. **VERBAL UPDATE ON MANAGEMENT OF BIDDULPH TOWN HALL AND VISITOR CENTRE**

Biddulph Town Council



12. ACCOUNTS & FINANCE

a) Accounts received for payment in July 2019

Expenditure over £500

D&G Bus Ltd. Provision of 93 bus service for June 2019	£3076.00
D&G Bus Ltd. Provision of 93 bus service for July 2019	£3537.40

Expenditure under £500

Ash Waste Services (Town Burial Ground)	£374.82
Tidysite (Woodhouse Burial Ground)	£23.10
Market imprest: For stall construction and dismantling	£180.00
Brian Carter: Un/lock gates at Woodhouse Burial Ground	£40.00
Business Products- photocopier services	£86.79
Grenke – photocopier lease	£439.67
Jennifer Webber – Cake for 'Tea with the Town Council'	£45.00
VAST – Provision of support and advice	£240.00
Staffordshire Moorlands District Council – Annual fee, premises license	£70.00
Staffordshire Moorlands District Council – Lease of lands at Congleton Road	£90.00
Information Commissioner – Data Protection Renewal Fee	£40.00
Time Assured – annual service for Biddulph clocks	£420.00
Elizabeth Thompson – Internal Audit for the Financial Year 2018/19	£150.00
Staffordshire Parish Councils Association – Chairmanship skills course	£20.00



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Councillor Hawley – travel expenses £28.00

b) Accounts received for payment in August 2019

Brian Carter: £40.00
Un/lock gates at Woodhouse Burial Ground

Market imprest: £180.00
For stall construction and dismantling

Tidysite (Woodhouse Burial Ground) £23.10

c) Supplementary accounts

To be tabled

d) Grants awarded

Citizens Advice	25000.00
Biddulph in Bloom	25000.00
Biddulph Festival	5000.00
Biddulph Lifeline	2000.00
Air Training Corps	1600.00
Moorlands Voluntary and Community Transport	2000.00
Visyon	2000.00
Knypersley Bowling Club	500.00
Biddulph U3A	500.00
Biddulph Moor Community Association	500.00
Biddulph Bowling and Recreational Club	600.00
Biddulph District Youth Orchestra	500.00
Moor Community 1st Responders	1000.00
First Biddulph Moor Scout Group	600.00
Troll Run	800.00
Biddulph Twinning Association	500.00
Biddulph Youth and Community Zone	700.00
Brown Lees and District Community Association	300.00
Jordan Burndred Memorial Fund	500.00
Biddulph Ukulele Group	400.00
Biddulph Valley North Community Association	300.00
Biddulph Trefoil Guild	200.00
1st Biddulph Moor Rainbows	300.00
Aglow	200.00

*SM Haydon
3 July 2019*