

# Biddulph Town Council



**MEETING:** Finance Strategy and Management Committee  
**DATE:** Tuesday 28 January 2020  
**TIME:** 5.30pm  
**LOCATION:** Council Chamber, Town Hall

## AGENDA

1. Declarations of Interest
  - i) Disclosable Pecuniary Interests
  - ii) Other Interests
2. Apologies
3. Minutes
  - a) To **confirm** the Minutes of the meeting held on 26 November 2019 (signed at the Town Council meeting on 14 January 2020)
  - b) To **receive** the Minutes of the IT Working Group meeting held on 26 November 2019
4. To **receive** November and December bank reconciliations (attached).
5. To **approve** the reviewed policies (attached):
  - Stress Management Policy
  - Violence at Work Policy
  - Appraisals Policy and form
6. To **receive** an update in relation to the provision of WIFI in the Town Hall and to consider ongoing costs, which may be payable by the Town Council.
7. To **receive** the Examined Accounts to January 2019 and Annual Report for Biddulph in Bloom (attached).
8. To **receive** the 'Making a Difference' Citizens Advice Impact Report 2019 (attached).
9. To **approve** that a review should commence into the Town Council Credit Card, with recommendations to be received in March 2020.



**Biddulph Town Council**  
Town Hall, High Street, Biddulph, Staffordshire Moorlands ST8 6AR

Tel: 01782 297845  
e: [biddulph@staffordshire.gov.uk](mailto:biddulph@staffordshire.gov.uk) [www.biddulph.co.uk](http://www.biddulph.co.uk)

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10. To **receive** a meeting schedule including details of documents reviewed annually (tabled).
11. Risk Assessment
  - a) To **consider** the Risk Management Policy (attached)
  - b) To **review** and amend the Town Council's Risk Assessments (to be tabled)
12. To **review** the grant application form and conditions for 2020-21 (attached)

Exclusion of the Press and Public

The Chair to move: -

"That, pursuant to Section 100A(2) and (4) of the Local Government Act, 1972, the public be excluded from the meeting in view of the nature of the business to be transacted or the nature of the proceedings whereby it is likely that confidential information as defined in Section 100A (3) of the Act would be disclosed to the public in breach of the obligation of confidence or exempt information as defined in Section 10 I (1) of Part 1 of Schedule 12A of the Act would be disclosed to the public by virtue of the Paragraphs indicated."

## **CONFIDENTIAL ITEMS**

13. Budget setting for 2020/21 (documents attached)
  - a) To **confirm** Committee budgets
  - b) To **confirm** proposed fees
14. Precept 2020/21

To **confirm** Precept requirements, following information from the District Council on the parish tax base figure. The tax base for 2020/21 is 6327, an increase from 6304 in 2019/20.

SM Haydon  
Chief Officer/ Responsible Financial Officer

copy to: the Mayor, the Deputy Mayor, Councillor Adams, Brady, Hall, Harper, Hart, Hawley, Jackson, Perkin, Rogers, Salt, Sheldon MBE, Yates



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