

Biddulph Town Council



Wednesday 8 June 2022

Dear Councillor

You are summoned to attend a meeting of the Town Council at **6.00 pm** on **Tuesday 14 June 2022**, at which the following business will be transacted.

This meeting will take place in the Council Chamber in the Town Hall.

Any Councillor unable to attend should forward their apologies either to the Chief Officer or the Mayor.

Yours sincerely

SM Haydon
CHIEF OFFICER

A G E N D A

1. PUBLIC PARTICIPATION

- A presentation from Holly Rudd in relation to local SEN children's resources.

Regular attendees:

- Staffordshire Police
- Staffordshire County Council representative(s)

The Mayor to confirm that attendees will be named in the Minutes, unless otherwise instructed.



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

4. MINUTES

- a) To **approve and sign** the Minutes of the Annual Meeting of the Town Council held on Tuesday 10 May 2022
- b) To **approve and sign** the Minutes from the Annual Town Meeting held on Tuesday 17 May 2022
- c) To **receive** the Minutes of the Planning Committee meeting held on 17 May 2022
- d) To **receive** the Minutes of the meeting of the Town and Community Committee held on 17 May 2022
- e) To **approve and sign** the Minutes of the Finance Strategy and Management Committee meeting held on 24 May 2022

5. MAYORS COMMUNICATIONS

6. STANDING AGENDA ITEMS:

- a) To **receive** an update on the Town Council's covid pandemic response
- b) To **receive** an update on the management of Biddulph Town Hall
- c) To **receive** an update on health and safety

7. 2021-22 ANNUAL RETURN (DRAFT DOCUMENT ATTACHED)

- a) To **complete** Section 1 of the Annual Return – the Annual Governance Statement (**assertions to be read aloud**), confirming that there is a sound system of internal control including arrangements for the preparation of the Accounting Statements.
- b) To **approve** and sign Section 2 of the Annual Return.

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7. **RECOMMENDATION FROM THE FINANCE STRATEGY AND MANAGEMENT COMMITTEE (24 MAY 2022)**
To **approve** an approach to the distribution of items and funds to Bierun, to support their work with Ukrainian refugees.
8. **TO NOTE THE NEW FORMAT OF MINUTES (EXAMPLES ATTACHED) IN LINE WITH RECOMMENDATIONS FROM THE LOCAL COUNCIL AWARD SCHEME**
9. **TO APPROVE A BUSINESS PLAN DOCUMENT FOR THE TOWN COUNCIL (DRAFT ATTACHED)**
10. **TO APPROVE AN ACTION PLAN FOR 2022-23 FOLLOWING FEEDBACK FROM THE FINANCE STRATEGY AND MANAGEMENT COMMITTEE (SENT SEPARATELY)**
11. **ACCOUNTS AND FINANCE**
 - a) **To approve payments made between Town Council meetings to ensure Jubilee events were reimbursed (sent separately).**
 - b) **To approve accounts for June 2022 (sent separately).**
 - c) **To approve the supplementary Accounts (to be tabled).**

