

Biddulph Town Council



MEETING: Finance Strategy and Management Committee
DATE: Tuesday 24 January 2023
TIME: 5.30pm
LOCATION: Council Chamber, Town Hall.

AGENDA

75. APOLOGIES

76. DECLARATIONS OF INTEREST

- i. Disclosable Pecuniary Interests
- ii. Other Interests

77. MINUTES

- a) To **confirm** the Minutes of the Finance Strategy and Management Committee meeting held on 22 November 2022 (approved at the Town Council meeting on 10 January 2023)
- b) To **receive** the Notes of the Asset Management Working Group meeting held on 29 November 2022.

78. AUDIT

- a) To **receive** a report following the 13 December 2022 internal control visit by Councillors Perkin and Hawley (attached).
- b) To **receive** a report in relation to Value Added Tax (VAT) following a recommendation within the internal control report (attached).
- c) To **approve** the internal auditor for the 2022-23 audit.

79. COMPLAINTS

- a) To **approve** the reviewed Complaints procedure (attached)



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- b) To **receive** an update on all feedback received during 2022. Please note, whilst the themes within this presentation are not confidential, the document contains names of members of the public and should not be shared.

80. POLICIES

- a) To **approve** the reviewed Induction Training and Development Policy
- b) To **approve** the reviewed Data Protection and Retention Policy
- c) To **approve** the reviewed Dress and Appearance Policy

81. TO RECEIVE A TABLED REPORT CONTAINING FEEDBACK FROM ROOM HIRERS AT BIDDULPH TOWN HALL

82. FINANCIAL REPORTS

To **receive** bank reconciliations for November and December 2022 (to follow)

STANDING AGENDA ITEMS

83.

- a) To **consider** disposal of any assets, in line with the Asset Management Policy and Financial Regulations
- b) To **confirm** approved suppliers as part of the Procurement Policy



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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.

CONFIDENTIAL ITEMS

84. QUOTATIONS (to be tabled)

- a) Following a review of contracting arrangement in relation to statutory testing, to **approve** new arrangements for 2023.
- b) To **approve** heating improvements at the Visitor Centre
- c) To **approve** repairs to fencing at Station Road
- d) To **approve** heritage/ restoration costs

85. TO APPROVE THE CREATION OF A PARKING LEAFLET TO BE DISTRIBUTED TO ALL SCHOOLS

86. BIDDULPH IN BLOOM

- a) To **receive** an update on progress with the revised Biddulph in Bloom Constitution.
- b) To **receive** an update on the proposed new garden project.

87. TO RECEIVE A VERBAL UPDATE ON THE TOWN HALL FRONTAGE DEVELOPMENT

88. TO RECEIVE AN UPDATE ON THE ART PROJECT AT STATION ROAD

89. BUDGET AND PRECEPT CONSIDERATIONS

- a) To **confirm** Committee budgets (proposal document attached)
- b) To **confirm** proposed fees (current fees attached)
- c) To **confirm** Precept requirements, following information from the District Council on the parish tax base figure. The tax base for 2023/24 is 6287.



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90. TO CONSIDER THE INTRODUCTION OF A COMMUNITY ROLE TO SUPPORT THE BIDDULPH WORKS TOGETHER INITIATIVE
91. TO RECEIVE AN UPDATE IN RELATION TO THE MANAGEMENT AGREEMENT ASSOCIATED WITH THE TOWN HALL
92. TO RECEIVE AN UPDATE ON THE REVIEW OF RISK ASSESSMENTS AS PART OF THE PROCESS OF CONSIDERING INSURANCE REQUIREMENTS
93. TO CONFIRM THE APPROACH TO FREE OF CHARGE ROOM BOOKINGS DURING THE 2023 BIDDULPH FESTIVAL
94. TO RECEIVE AN UPDATE ON THE HEALTH AND WELLBEING WORK BEING UNDERTAKEN IN PARTNERSHIP WITH STAFFORDSHIRE COUNTY COUNCIL (BRIEFING NOTE TO FOLLOW)
95. TO RECEIVE AN UPDATE ON RECENT STAFFORDSHIRE PENSION FUND COMMUNICATION
96. TO CONSIDER PROGRESS WITH GRASS CUTTING ACTIVITY WITHIN BIDDULPH AND THE REQUEST FOR INFORMATION FROM STAFFORDSHIRE COUNTY COUNCIL

SM Haydon
Chief Officer/ Responsible Financial Officer

copy to: the Mayor, the Deputy Mayor, Councillor Brady, Davies, Hall, Harper, Hart, Hawley, Jackson, Jones, McLoughlin, Rogers, Salt, Yates



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