

Biddulph Town Council



Wednesday 4 January 2023

Dear Councillor

You are summoned to attend a meeting of the Town Council at **6.00 pm** on **Tuesday 10 January 2023**, 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

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

57. PUBLIC PARTICIPATION

Regular attendees:

- Staffordshire Police
- Staffordshire County Council representative(s)

58. APOLOGIES

To receive apologies and approve reasons for absence.



Biddulph Town Council
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59. DECLARATIONS OF INTEREST

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

60. MINUTES

- a) To **approve and sign** the Minutes of the Meeting of the Town Council held on Tuesday 8 November 2022
- b) To **receive** the Minutes of the Recreation and Amenities Committee meeting held on Tuesday 8 November 2022
- c) To **receive** the Minutes of the Planning Committee meeting held on 15 November 2022
- d) To **receive** the Minutes of the Town and Community Committee meeting held on 15 November 2022
- e) To **approve** and sign the Minutes of the Finance Strategy and Management Committee meeting held on 22 November 2022

61. MAYORS COMMUNICATIONS

62. 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
- d) To **receive** an update on 'Biddulph Works Together' project.

63. ITEM REQUESTED BY COUNCILLOR MCLOUGHLIN: TO CONSIDER THE CREATION OF A WORKING GROUP IN RELATION TO THE SHARED PROSPERITY FUND, TO ENSURE THE TOWN COUNCIL CAN MEET ANY FUNDING DEADLINES

64. TO RECEIVE THE BIDDULPH HIGH SCHOOL DRAFT ADMISSIONS POLICY; COMMENTS TO BE SENT TO THE CHIEF OFFICER FOR COLLATION

Biddulph Town Council



65. ACCOUNTS AND FINANCE

a) To approve accounts paid in November/December 2022:

| Expenditure between £500 and £5000 | | |
|---|--|----------|
| Prism Business Development Ltd | IT Services NOV DD | 1078.14 |
| Staffordshire Moorlands District Council | Business Rates – January 2023 DD | 2027.00 |
| Salaries | (To note amendment of November Salaries total amount from £19101.01) | 19051.04 |
| Hanley Print Services Limited | Calendars | 1104.00 |
| HEADS (Congleton) LTD | Christmas in Biddulph | 900.00 |
| E-On | Highway Lighting Maintenance and Energy | 5749.01 |
| Protech Electrical Limited | Christmas Light Installation | 11738.40 |
| Protech Electrical Limited | Christmas Light Removal, final 33% contract value and Christmas Lights Storage | 7461.60 |
| Protech Electrical Limited | 300 x LED lamps | 1440.00 |
| Hanley Print Services Limited | Biddulph Works Together Leaflets | 820.00 |
| Staffordshire County Council | Donation to Biddulph Library Initiative | 810.00 |
| D&G Bus Ltd | INV 7302 Bus Service November 2022 | 3383.60 |
| Moorland Contract Cleaning Ltd | Visitor centre Daily Cleaning November INV 8605 | 1251.44 |
| Moorland Contract Cleaning Ltd | Wharf Road Daily Cleaning November INV 8604 | 1395.54 |
| PPL PRS Ltd | Music License INV SIN2255991 | 5019.45 |
| Salaries | December | 16060.08 |
| Staffordshire Pension Fund | Pensions | 4813.36 |
| HMRC | HMRC | 4517.70 |
| Prism | IT Services DEC DD | 931.58 |
| Cloudy IT | IT Install Chamber Final payment remaining 50% | 4149.00 |
| R.G.S | Lengthsman work 10/11 – 15/12 | 3447.00 |



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| Expenditure less than £500 | | |
|-----------------------------------|---|--------|
| Louise Hargreaves | Entertainment Christmas Light Switch On | 200.00 |
| Alison Nicklin | Entertainment Christmas Light Switch On | 200.00 |
| Julie Hancock | Entertainment Christmas Light Switch On | 200.00 |
| E. Heap | Christmas Light Switch On – Donation for power | 75.00 |
| Biddulph In Bloom | Remembrance Sunday – Donation for power | 20.00 |
| Biddulph Local People Group | Biddulph Works Together | 450.00 |
| Amy Wyatt (Oasis) | Biddulph Works Together (ref email J Salt) | 100.00 |
| PTP Training Ltd | Apprentice – Customer Service Practitioner Course | 210.00 |
| Tidysite Skip Services Ltd | Bin Emptying INV 118656 | 159.12 |
| Fifteen Group | Mobile phones and Wi-Fi OCT DD | 109.44 |
| Water Plus | Water Supply – St Lawrences Oct/Nov | 21.57 |
| Octopus Energy | Electricity – Visitor Centre DD | 256.24 |
| Myers & Co | Employer Assist | 150.00 |
| Water Plus | Water Supply – Cemetery Woodhouse | 36.21 |
| Waterlogic | Water Coolers | 9.64 |
| SLCC | Training - Office Staff EN Vat | 42.00 |
| SLCC | Training - Office Staff EN Budgeting | 42.00 |
| Tidysite Skip Services Ltd | Bin Emptying INV 118950 | 156.24 |
| The Parkinson Partnership LLP | Training - Office Staff EN Internal Controls | 30.00 |
| Jodie Hancock | Reimbursement – Dementia Café 13/10/22 (Julie Moore Oatcakes) | 10.00 |
| Maximon Solutions | Radio Receivers – Batteries (supported with SMDC fund) | 433.19 |
| HEADS (Congelton) LTD | Remembrance Sunday | 152.64 |
| Tidysite Skip Services Ltd | Bin Emptying INV 119210 | 156.24 |
| Protech Electrical Limited | Replace Timers at King Street | 432.00 |
| Business Products | Printing? | 110.09 |
| Good News | Biddulph Times (Biddulph Works Together Project) | 375.00 |
| Reliance High Tech | Lone Worker Devices and monitoring Nov 2022 | 73.14 |
| Scottish Power | Electricity – Station Road Quarterly Bill | 49.74 |
| Prism Solutions | Telephone Charges DD | 228.05 |

Biddulph Town Council



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| Biddulph Local People Group | Twilight Market (£23.98 +£13.78, £65.77) | 103.53 |
| Protech Electrical Limited | 12x Star Lamps replacements | 172.80 |
| William Barry Harrison | 2x Skips - reimbursement | 400.00 |
| Hanley Print Services Limited | Christmas banners x2 | 204.00 |
| Hanley Print Services Limited | A2 Posters | 84.00 |
| Grace Radulovic | Twilight Market singer 2/12/22 | 75.00 |
| Julie Hancock | Twilight Market entertainment 2/12/22 | 200.00 |
| Julie Moore | Oatcake (Bereavement Group) | 60.00 |
| E.On | Town Hall – electricity (no payment reqd, credit on account) | 158.59 |
| Octopus Energy | Electricity – Visitor Centre DD | 421.80 |
| Octopus Energy | Electricity – Yew Tree Centre DD | 169.24 |
| Tidysite Skip Services Ltd | Bin Emptying INV 119469 | 156.24 |
| Matt Hall | Reimbursement – Maintenance Supplies | 16.97 |
| N&J Tree Services Ltd | Tree Survey @Jct of Butterfly Garden INV 15967 | 216.00 |
| Tidysite Skip Services Ltd | Bin Emptying INV 119757 | 183.96 |
| Derbyshire County Council | Inv 100020221800071410 – Fire Extinguishers 2022 | 207.25 |
| Derbyshire County Council | Inv 100020221800071413 – Legionella RA Update - BGC | 270.60 |
| Katy Pugh Arts | Chamber Window Winter Scene | 250.00 |
| Hanley Print Services Ltd | A2 Posters | 50.40 |
| SPCA | Training – Councillors/Officers | 144.00 |
| Water Plus | Water Supply – St Lawrences Nov/Dec | 21.24 |
| Moorland Contract Janitorial Ltd | Cleaning Supplies – Inv 2010 | 84.72 |
| E.On | Town Hall – electricity INV -0024 7Nov-30Nov 22 DD | 27.43? |
| Fifteen Group | Mobile phones and Wifi NOV DD | 109.44 |
| Standard Life | Additional Voluntary Contribution (SB) | 100.00 |
| David Hawley | Cllr Expenses | 33.40 |
| K. Wood | Window Cleaning | 114.00 |



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| Churnet Sound | Christmas Lights Switch On & Rem Sunday | 250.00 |
| Biddulph Moor Village Hall | Christmas Lights Switch On & Rem Sunday | 200.00 |
| Sarah Haydon | Reimbursement – Christmas Lights Switch On | 26.39 |
| Cash | Petty cash, Brian Carter (£80), Katelyn Ball (£100) | 236.54 |
| Hanley Print Services Limited | A2 Posters INV 13718 | 50.40 |
| Tidysite Skip Services Ltd | Bin Emptying INV 120033 | 156.24 |
| Waterlogic GB Ltd | Watercoolers INV CD-223405316 | 9.64 |
| Prism Solutions | Telephone Charges Nov DD | 228.05 |
| Business Products | Printing December 2022 | 28.88 |
| Tidysite Skip Services Ltd | Bin Emptying INV 120256 | 181.08 |
| Natwest | Bank Charges | 76.42 |
| SCC (Biddulph Library) | Cllr Community Grant (Cllr McLoughlin) | 250.00 |
| Myers & Co | Employer Assist | 150.00 |
| Reliance High Tech | Lone worker devices and monitoring Dec 2022 | 73.14 |
| Biddulph Moor Community Association | Cllr Community Grant (Cllr Hawley) | 100.00 |
| Julie Moore | Christmas Lights – Pies (note part payment) | 105.00 |
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| Credit Card | | |
| City B Group | Weights – Markets (supported with SMDC fund) <i>paid with CREDIT CARD</i> | 1156.80 |
| GiffGaff | Mobile Phones – btccaretaker3 | 8.00 |
| GiffGaff | Mobile Phones – btccaretaker2 | 8.00 |
| Thomann | Mixing Desk for Hall use | 395.00 |
| Twinkl | Membership | 9.99 |
| Meta Platforms Ireland Limited | Social Media Advertisements – Biddulph Works Together, Christmas switch on, December Twilight Market | 22.95 |
| BiGDUG Limited | Shelving INV 1652074 | 149.99 |
| Amazon business | A4 Ring Binder, Leaves, Pack of 3 folders | 10.06 |
| Amazon | DVD – Dementia Cinema | 12.05 |
| Vital Skills | | 480.00 |
| Sainsbury's | Remembrance Sunday Refreshments | 22.67 |
| SurveyMonkey | Advantage Annual Plan | 408.00 |

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| Sainsbury's | Emergency Food dairy/gluten free family | 36.61 |
| Home Bargains | Woodhouse – sweets for PSHE day | 28.65 |
| Staffordshire Moorlands District Council | TENS Christmas Market | 21.00 |
| Sainsbury's | Catering Supplies Warm Welcome | 56.12 |
| B&M | Christmas Market | 36.93 |
| Screwfix | Barrier Fencing | 159.96 |
| Amazon | Fire Alarm replacement glass | 6.42 |
| Sainsbury's | Christmas Switch on items | 11.41 |
| Facebook | Advertising | 40.00 |
| Biddulph Fish Bar | Christmas Market volunteer/staff refreshments | 66.00 |
| Biddulph Convenience Store | Supplies – Emergency request via Cllr J Salt | 35.84 |
| Sainsbury's | Emergency Food Parcel | 13.30 |
| Post Office Ltd | Fuel Top up | 40.00 |
| Sainsbury's | Bereavement Group refreshments | 28.44 |
| Amazon | Stationery | 76.86 |
| Amazon | Laptop cases | 54.36 |

b) To approve supplementary accounts (to be tabled)



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