

Biddulph Town Council



Wednesday 8 February 2023

Dear Councillor

You are summoned to attend a meeting of the Town Council at **6.00 pm** on **Tuesday 14 February 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.

66. PUBLIC PARTICIPATION

To receive a presentation from Adam Parkes in relation to mental health provision.

Regular attendees:

- Staffordshire Police
- Staffordshire County Council representative(s)



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67. APOLOGIES

To receive apologies and approve reasons for absence.

68. DECLARATIONS OF INTEREST

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

69. MINUTES

- a) To **approve and sign** the Minutes of the Meeting of the Town Council held on Tuesday 10 January 2023
- b) To **receive** the Minutes of the Recreation and Amenities Committee meeting held on Tuesday 10 January 2023
- c) To **receive** the Minutes of the Planning Committee meeting held on Tuesday 17 January 2023
- d) To **receive** the Minutes of the Town and Community Committee meeting held on Tuesday 17 January 2023
- e) To **approve** and sign the Minutes of the Finance Strategy and Management Committee meeting held on Tuesday 24 January 2023

70. MAYORS COMMUNICATIONS

71. 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.

72. To **receive** an update on cuts in provision at Biddulph High School and to **approve** a response from Biddulph Town Council.

73. ACCOUNTS & FINANCE

- a) To **confirm** the recommendations from the Finance Strategy and Management Committee meeting:
 - i. Committee budgets for 2023-24 (spreadsheet attached)
 - ii. Fees and charges for 2023-24 (attached)

Biddulph Town Council



iii. Precept requirement for 2023-24 of £397,030.00, based on tax base of 6287.

b) To **confirm** the insurance requirements for 2023-24 based on an assessment of risk (quotations to be tabled; overarching risk assessment attached).

c) To **approve** accounts to be paid in February 2023:

Expenditure between £500 and £5000		
D&G Bus Ltd	January No 93 Bus Services	3229.80
Moorland Contract Cleaning	Cleaning – Wharf Road – JAN	1395.54
Moorland Contract Cleaning	Cleaning – Biddulph Grange -JAN	1251.44
Opus Energy	Gas Supply 03 Sep 22 – 02 Dec 22 DD	2778.00
The Green Tree House	Biddulph Works Together project	500.00
Scribe (starboard Systems)	INV 3515 – Annual Subscription	2164.32
Prism	It Software support INV 170120	931.58
Moorlec Electrical Services Ltd	Electrical Works – Main Hall Lighting	1788.00
Opus Energy	Gas Supply 03 Jan 23 – 02 Feb DD	3307.84
Staffordshire Moorlands District Council	Election Charges (Final payment: note part payment allocation)	4178.37
Expenditure less than £500		
R.G.S	Previously approved 10.01.23 Lengthsman work 22 nd Dec – 8 th Jan : <i>To note amount was £425 not £225</i>	425.00
Prism	IT Software Support – inv 68645	228.05
Moorland Janitorial	INV 2010- cleaning products/ paper products	84.72
E.ON Next	Inv KI-0D955FF6-0024	27.43
Time Assured Limited	Call out to Town Hall Clock	132.00
K.Wood	Window cleaning - JAN	114.00
Fifteen Group	Phones DD	109.44
Moorland Janitorial	INV 2056 – Cleaning supplies	311.24
Protech Electrical Limited	INV 5629 LED fitting phone box	150.00
Tidysite Skip Services	INV 120721 Bin Emptying	156.24



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Tidysite Skip Services	INV 121005 Bin Emptying	156.24
Octopus Energy	Electric Wharf Road Bus Hub 3/1/23 – 31/1/23	137.96
Octopus Energy	Electric Biddulph Grange Visitor Centre 3/1/23 – 31/1/23	492.79
E-On next	Inv KI-0D955FF6-0025 1/12 - 31/12 Town Hall	71.16
Conservative Club	Donation for power Christmas event	30.00
Moorland Contract Janitorial	INV 2077 – Cleaning supplies	87.56
Cash	Petty cash, Brian Carter (£80), Katelyn Ball (£80) JAN	214.58
Julie Moore	Feast&Flicks refreshments	40.00
Reliance High Tech	Lone Working Devices	73.14
Biddulph Youth and Community Zone	Cllr Grant Scheme - SMITH	250.00
Tidysite Skip Services	INV 121557 Bin Emptying	183.96
Waterlogic	Watercoolers - January	11.08
Tidysite Skip Services	INV 121258 Bin Emptying	156.24
Myers & Co	Employer Assist membership Jan-Feb	150.00
Ignite facilities	Boiler Call-out inv 4281	157.20
Business Products	Printing – January - INV 6215	87.91
Communicorp	Local Council Update annual subscription	80.00
Jim Garvey	Mayoral Expenses – NOV/DEC/JAN	219.45
Clare Tracey	Mayor Photo Prints x3	150.00
Biddulph Library (SCC)	Cllr Grant Scheme - ADAMS	250.00
Just Add Print Ltd	Thermometer Cards (SCC Grant)	471.60
Moorlec Electrical Services Ltd	Electrical Works – Biddulph Grange Immersion	441.60
Tidysite Skip Services Ltd	INV 121787 Bin Emptying	156.24
Derbyshire County Council	Annual Legionella Assessment	270.60
Alliance Environmental Services	Christmas Switch On Event Wheelie Bins	202.80
Biddulph U3A	Cllr Grant Scheme - ROGERS	50.00
Biddulph Running Club	Cllr Grant Scheme - ROGERS	100.00
Friends of Biddulph Valley	Cllr Grant Scheme - ROGERS	100.00
Friends of Biddulph Valley	Cllr Grant Scheme - BADDELEY	50.00
Greenway Moor WI	Cllr Grant Scheme - BADDELEY	200.00
Wayne Rogers	Cllr Travel Expenses – Parish Assembly - Leek	8.55
Biddulph Rotary	Rotary Christmas Switch On event -	350.00

Biddulph Town Council



	Funding	
Waterplus	St Lawrence Church Water supply INV01137780 Jan-Feb	21.57
Staged CIO	Cllr Grant Scheme - RUSHTON	100.00
Biddulph Community Sewing Group	Cllr Grant Scheme - RUSHTON	100.00

Credit Card		
GiffGaff	Mobile Phones - Dec	8.00
Twinkl	Monthly Membership - Dec	9.99
GiffGaff	Mobile Phones – caretaker3 - Dec	8.00
GiffGaff	Mobile Phones – caretaker2 - Dec	8.00
Amazon Prime	Business Prime Membership	96.00
GiffGaff	Mobile Phones – caretaker1 - Dec	8.00
High Spirits	Emergency Fuel Top Up - resident	40.00
Custom Lynx	Mono Jack Cable – Sound Equipment	42.08
British Gas	Emergency Fuel Top Up - resident	20.00
British Gas	Emergency Fuel Top Up - resident	20.00
Amazon	Coffee – refreshments for groups	17.99
Sainsbury's	Feast and Flicks / catering supplies	16.00
Sainsbury's	Emergency Food Top Up - resident	7.36
Twinkl	Monthly Membership - Jan	9.99
GiffGaff	Mobile Phones - Jan	8.00
GiffGaff	Mobile Phones – caretaker3 – Jan	8.00
GiffGaff	Mobile Phones – caretaker2 - Jan	8.00
Nisbets	Catering Supplies – compostable cutlery/soup containers	116.37
GiffGaff	Mobile Phones – caretaker1 - Jan	8.00
NALC	Training	39.22
Sainsbury's	Feast and Flicks / meetings refreshments	19.65
Archers Stores Ltd	Emergency Fuel Top Up - resident	40.00
Meta	Facebook Advertising – Council Events	21.00



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HSQE	VitalSkills – Training Online Courses	48.00
Sainsbury's	Feast & Flicks refreshments	17.33
A Star Trophies Limited	Car Show trophy/ 2x Plaques Queens Canopy	152.00
Sainsbury's	Feast and Flicks / meetings refreshments	20.95
Screwfix	Stationery – Heavy Duty Staples	9.09
Sainsbury's	Meeting refreshments	6.05
Currys	Microwave – Town Hall Kitchen	79.99
Nisbets	Catering supplies -compostable soup containers <i>NOTE: 1x item returned and refunded 110.38</i>	260.36
Sainsbury's	Feast and Flicks / meetings refreshments	18.90
Sainsbury's	Donation of Flowers - Mary	40.00
Amazon	Feast and Flicks DVD/Blu Rays	6.99
Amazon	Feast and Flicks DVD/Blu Rays	64.96
Amazon	Feast and Flicks DVD/Blu Rays	7.99

d) To **approve** supplementary accounts (to be tabled)

CONFIDENTIAL ITEMS

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.

74. To **receive** an update on potential costs for the development of the Town Hall frontage, and to **agree** next steps.

75. To **approve** a contractor to complete restoration of the Gillow Heath station platform (tender document attached).