

Biddulph Town Council



MEETING: Finance Strategy and Management Committee
DATE: Tuesday 25 April 2023
TIME: 5.30pm
LOCATION: Council Chamber, Town Hall.

AGENDA

111. APOLOGIES

112. DECLARATIONS OF INTEREST

- i. Disclosable Pecuniary Interests
- ii. Other Interests

113. MINUTES

- a) To **confirm** the Minutes of the Finance Strategy and Management Committee meeting held on 28 March (approved at the Town Council meeting on 11 April 2023)
- b) To **receive** the Asset Management Working Group Notes from the meeting held on 11 April 2023

114. BANK MATTERS

- a) To **approve** the bank reconciliations for March 2023- all accounts (to follow)
- b) To **receive** the draft income and expenditure figures for 2022-23-year end (to follow), including an update on electricity provision within the Town Hall.

115. AUDIT

To **receive** a verbal update following the 20 April 2023 internal control visit by Councillors Perkin and Hawley. Please note, this is the final visit for 2022-23.

116. To **receive** a report in relation to pension provision (attached)

117. To **receive** an update in relation to the Shared Prosperity Funding



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- 118.** To **receive** an update on additional spend in relation to the Biddulph Works Together project.
- 119.** To **receive** an update on the 2022-23 action plan (attached)
- 120.** To **consider** applying for a RoSPA Health and Safety Award, with associated costs:
<https://www.rospa.com/awards>
- 121. POLICIES (attached)**
- a) To **approve** the reviewed Complaints Procedure
 - b) To **approve** the reviewed Councillor email and IT Use Guidance
 - c) To **approve** the reviewed Guidance on Recording in Public Meetings
 - d) To **approve** the reviewed Pay Policy
 - e) To **approve** the reviewed Public Participation in Council Meetings
 - f) To **approve** the reviewed Mayoral Handbook
 - g) To **approve** the reviewed Councillors' Handbook
 - h) To **approve** the reviewed Tree Strategy
 - i) To **approve** the revised Grants Policy (with the inclusion of cost-of-living considerations) and associated application forms.

STANDING AGENDA ITEMS

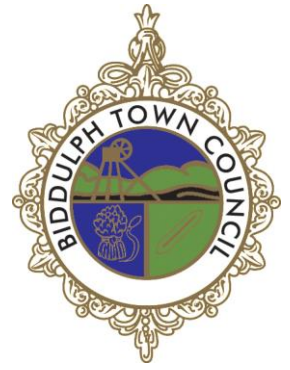
122.

- 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

123. QUOTATIONS (to be tabled)

- a) To **receive** an update in relation to the provider for sanitary bins across the Town Council buildings
- b) To **approve** a quotation for remedial emergency lighting work
- c) To **approve** a provider for lift maintenance and repair

124. To **confirm** that all current tenants have confirmed that they wish to continue with tenancies in 2023-24

125. To **confirm** an approach to signatories on the Town Council bank account at the beginning of May 2023

126. To **agree** a tolerance in relation to 'write-offs' in relation to debt and an approach to bank errors; to be included in the Financial Regulations, which are due to be reviewed in May 2023.

127. STAFFING ISSUES

To **confirm** that appraisals have been completed, and to **agree** recommendations.

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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