

Biddulph Town Council



Wednesday 6 September 2023

Dear Councillor

You are summoned to attend a meeting of the Town Council at **6.00 pm** on **Tuesday 12 September 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.

21. PUBLIC PARTICIPATION

Regular attendees:

- Staffordshire Police
- Staffordshire County Council representative(s)

22. APOLOGIES

To receive apologies and approve reasons for absence.



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23. DECLARATIONS OF INTEREST

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

24. MINUTES

- a) To **approve and sign** the Minutes of the Town Council meeting held on Tuesday 11 July 2023
- b) To **receive** the Minutes from the Recreation and Amenities Committee meeting held on Tuesday 11 July 2023
- c) To **receive** the Minutes of the Planning Committee meeting held on Tuesday 18 July 2023
- d) To **receive** the Minutes of the Town and Community Committee meeting held on Tuesday 18 July 2023
- e) To **approve and sign** the Minutes of the Finance Strategy and Management Committee meeting held on Tuesday 25 July 2023

25. MAYORS COMMUNICATIONS

26. STANDING AGENDA ITEMS:

Councillors to note that these are existing standing agenda items and can be amended by resolution, if required.

- a) To **receive** an update on the management of Town Council Assets
- b) To **receive** an update on health and safety activities (inc. risk management)
- c) To **receive** an update on 'Biddulph Works Together' project.

27. TO RECEIVE AN UPDATE ON OUTSIDE BODY MEETING ATTENDED IN THE PAST MONTH (Updates only from the following meetings: Biddulph in Bloom, Moorlands Assembly, Staffordshire Parish Councils Association, Moorlands Partnership Board, Twinning Association and Fairtrade)

28. TO CONFIRM THAT THE TOWN COUNCIL HAS RECEIVED A ROSPA SILVER AWARD

29. ITEM REQUESTED BY COUNCILLOR HARPER- TO CONSIDER PURCHASING A COLLAR FOR THE MAYORAL CHAIN

30. TO NOTE THE CURRENT CONSULTATION PERIOD IN RELATION TO THE NEIGHBOURHOOD PLAN AND NEIGHBOURHOOD DEVELOPMENT ORDER, AND TO RECEIVE AN UPDATE ON THE NEXT STEPS

Biddulph Town Council



31. ACCOUNTS & FINANCE

a) To **approve** accounts to be paid in August and September 2023:

Expenditure between £500 and £5000		
Salaries	August	15686.85
Staffordshire Pension Fund	Pensions – Aug	5207.97
HMRC	HMRC	4102.20
Octopus Energy	Town Hall Electricity	2051.17
Moorland Contract Cleaning	INV ---- Visitor Centre Cleaning - JULY	981.13
Moorland Contract Cleaning	INV ----- Wharf Road Cleaning - JULY	1524.85
Prism	Software support – July/Aug DD	932.06
D&G Bus Ltd	No93 Bus Service - July	3507.00
Water Plus	Water supply – Town Hall Apr-Aug	1457.52
Concept Elevators	Lift Rectification and various adjustments	1250.16
SMDC	Business Rates DD	2240.00
Broxap	Bench for Burial Ground	1279.20
Garden Plus Landscaping Ltd	Heritage Site platform restoration	1555.00
R.G.S	Lengthsman Work 4/7/23 – 6/8/23	2850.00
Nisbets	Water Boiler	699.98
D&G Bus Ltd	No93 Bus Service - August	3674.00
Octopus Energy	Town Hall Electricity - August	1417.56
SMDC	Business Rates DD	2240.00
Prism	Software support –Aug/Sep DD	936.86
Jantex Furnishing CO Ltd	Reception – Window Blinds	698.40
Moorland Contract Cleaning	INV ---- Visitor Centre Cleaning - AUGUST	981.13
Moorland Contract Cleaning	INV ----- Wharf Road Cleaning - AUGUST	1524.85
Expenditure less than £500		
Salary -JUNE	June -Backpay	439.36
Toni's Treats	Food Approach/Feast & Flicks – 21/6, 5/7, 12/7, 19/7	90.00



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Rebecca Dobson	Cakes – Sunday 16 th July – Civic Service	80.00
Jodie Hancock	Reimbursement – Oatcakes (Julie Moore) Dementia/Approach sessions	30.00
Mark Edwards	Travel Expenses – Legionella Testing Jan- June 2023	8.10
Myers & Co	Employer Assist membership July-Aug 23	150.00
Fifteen Group	Telephones	122.56
SMDC	D Owen – H&S Inspection 12.07.23	232.08
CASH	Volunteer Expenses Aug (£160.00), Petty Cash (£8.22) + Julie Moore Oatcakes (£30)	198.22
Prism	Telephone Charges – DD	247.44
K. Wood	Window Cleaning July	114.00
Standard Life	Voluntary Pension Payment - Aug	150.00
E-On	Electricity – Town hall	25.99
Tidysite Skip Services Ltd	Bin Emptying – INV 128362	144.54
Tidysite Skip Services Ltd	Bin Emptying – INV 128662	229.68
Waterplus	Water Supply – St Lawrence	24.79
Culligan	Cooler Rental	11.08
Tidysite Skip Services Ltd	Bin Emptying INV 128062	199.19
Tidysite Skip Services Ltd	Bin Emptying INV 127814	171.86
Moorland Contract Janitorial Ltd	Cleaning Supplies INV 2440	16.74
Opus Energy	July – Aug Gas Town Hall DD	175.14
Opus Energy	Aug-Sep Gas Town Hall DD	156.71
Octopus Energy	Visitor Centre – July – Electricity	213.90
Natwest	Bank Charges	50.73
Julie Moore	Oatcakes – 10.08.23 – Approach Dementia Cafe	30.00
Business Products	July – Printing INV 6923	182.56
Business Products	Paper INV 6999	183.84
B Webster Plumbing & Heating	Inv 19 Ladies toilet repair	150.00
Reliance High Tech	Lone working devices	73.14
Westland Environmental Safety Limited	Refurbishment survey – Park Lane Allotments	360.00
SLCC	Staff training – AW Cemetery Matters Course	42.00
Your Choice Fire & Security Ltd	Fire Extinguisher Service – Visitor Centre	66.66
Your Choice Fire & Security	Fire Extinguisher Service – Town Hall	217.62

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Ltd		
Tidysite Skip Services Ltd	Bin Emptying – INV 128974	171.87
Bp Architecture	Professional Fees INV 727	330.00
Bp Architecture	Planning Application Liaison	102.00
K. Wood	Window Cleaning August	114.00
Barry Harrison	Reimbursement - New Hose Union Taps	101.60
Moorland Contract Janitorial Ltd	Cleaning Supplies – Toilet Rolls/ Hand Towels	128.40
PHS Group	Sanitary Disposal Annual – Town Hall	298.12
PHS Group	Sanitary Disposal Annual – Bus Hub	160.52
PHS Group	Sanitary Disposal Annual – Visitor Centre	91.73
Moorland Contract Janitorial Ltd	Cleaning Supplies – Floor Pad	16.74
Moorland Contract Janitorial Ltd	Cleaning Supplies – Toilet Tissue Cube	33.38
B. Webster Plumbing & Heating	Moorland Road Allotment – replacement ball valve and water tank. Town Burial ground – Replaced bib tap	145.00
Hanley Print Services	Poster/Weatherproof Sticker/ Foamex Board	333.60
Natwest	Bank Charges	65.41
Waterplus	Water supply - WBG	124.06
Dyno – Mark Everill Ltd	Bus Hub Toilets – Callout blockage	180.00
Tidysite Skip Services	Bin Emptying w/c 14/8 INV 129226	199.19
Tidysite Skip Services	Bin Emptying w/c 21/8 INV 129511	171.87
Octopus Energy	Wharf Road – Electricity	159.54
Congleton Chronicle	Classic vehicle show (£158.40 – credit on account 103.20)	55.20
Myers & Co	Employer Assist membership Aug-Sep 23	150.00
Reliance High Tech	Lone Worker devices – AUG	73.14
Business Products	August – Printing INV 7063	67.52
Tidysite Skip Services	Bin Emptying w/c 29/8 INV 129766	229.68
Parish Online	Digital Mapping	420.00
SLCC	Membership Fee	488.00
DUK Automatic Door	Auto Door maintenance – 6-month visit	144.00



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Specialist LTD		
SMDC	Health&Safety – D Owen 24.08.23	189.66
Wayne Rogers	Travel expenses – SPCA	30.60

Credit Card		
British Gas	Emergency Fuel Top Up – resident	30.00
Nisbets	10ltr Water Boiler – URN for kitchen	64.78
Sainsburys	Event Refreshments – Defib Training / Feast and Flicks	17.40
Sainsburys	Mayor’s Civic Sunday Event Supplies	31.30
Sainsburys	Feast and Flicks 19.07.23	11.85
Royal Mail Online	Postage Stamps	19.05
B &M	Meeting Refreshments and Cleaning Supplies	13.60
Land Registry	Title Register and Title Plan	6.00
Sainsburys	Meeting Refreshments	2.30
Home Bargains	Family Film Day 26.07.23	13.50
GiffGaff	Mobile Phones - Aug	8.00
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Direct UK Deals Ltd	Multipoint 10ltr Water Heater – Police Area Hand Wash	615.60
Nisbets	Water Boiler 17ltr – Kitchen Town Hall	839.98
Facebook	Advertising	24.00
Sainsburys	Feast and Flicks Food	35.27
Abbeytops	Keyring Loops	4.79
Amazon	Fly Screen	22.87
Amazon	Wildflower seeds – big green week	18.50

b) To approve supplementary accounts (to be tabled)

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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.

- 32. TO APPROVE POTENTIAL MANAGEMENT ARRANGEMENTS IN RELATION TO BELLWAY LAND AT BRIARSWOOD/ HALLS ROAD**
- 33. TO RECEIVE AN UPDATE IN RELATION TO ONGOING DISCUSSIONS REGARDING THE COMMUNITY OWNERSHIP FUND, AND TO AGREE ACTIONS DURING SEPTEMBER AND OCTOBER 2023**
- 34. TO CONFIRM THAT THE CHIEF OFFICER SHOULD CONTINUE DISCUSSIONS WITH STAFFORDSHIRE MOORLANDS DISTRICT COUNCIL IN RELATION TO A 25-YEAR LEASE FOR THE VISITOR CENTRE**



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