

Biddulph Town Council



Wednesday 8 November 2023

Dear Councillor

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

49. PUBLIC PARTICIPATION

Regular attendees:

- Staffordshire Police
- Staffordshire County Council representative(s)

50. APOLOGIES

To receive apologies and approve reasons for absence.



Biddulph Town Council
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51. DECLARATIONS OF INTEREST

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

52. MINUTES

- a) To **approve and sign** the Minutes of the Town Council meeting held on Tuesday 10 October 2023
- b) To **receive** the Minutes from the Recreation and Amenities Committee meeting held on Tuesday 10 October 2023
- c) To **receive** the Minutes of the Planning Committee meeting held on Tuesday 17 October 2023
- d) To **receive** the Minutes of the Town and Community Committee meeting held on Tuesday 17 October 2023

53. MAYORS COMMUNICATIONS

54. 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.
Including, to approve that the Town Council should continue with the £2 adult day-ticket rate for the 93-bus service (£1 for children) until the end of 2024, in line with the similar government scheme

55. TO APPROVE REVISED NATIONAL SALARY SCALES FOR 2023-24 (ATTACHED)

56. 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)

57. TO CONFIRM THE RECOMMENDATION FROM THE TOWN AND COMMUNITY COMMITTEE THAT THE TOWN COUNCIL WILL COMMISSION AN ARTIST FOR THE STATION ROAD ART INSTALLATION, COMMENCING IN THE NEW YEAR

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58. TO RECEIVE AN UPDATE ON THE REFERENDUM FOR THE NEIGHBOURHOOD PLAN AND NEIGHBOURHOOD DEVELOPMENT ORDER
59. TO CONFIRM ADDITIONAL SPEND AND FINAL ARRANGEMENTS FOR THE CHRISTMAS LIGHTS SWITCH-ON IN THE TOWN CENTRE ON 25 NOVEMBER 2023
60. ACCOUNTS & FINANCE
- a) To **approve** accounts to be paid in November 2023:

Expenditure over £500		
Prism	Software support – Oct/Nov DD	936.86
D&G Bus Ltd	No93 Bus Service - October	3674.00
SMDC	Business Rates DD - Oct	2240.00
Octopus Energy	Town Hall Electricity - October	1781.80
Sovereign Planned Services Ltd	Boiler Repairs – police area	1062.20
SMDC	Business Rates DD - Dec	2240.00
Protech	Invoice 5699 Lamp Lights – Christmas Lights	1440.00
Protech	Invoice 5695 Lamp holders & connections – Christmas lights	4899.60
bpArchitecture	Repair to Overton Rd – planning discharge application	500.00
Heaton House Farm	Biddulph Moor Christmas Tree	564.00
Heaton House Farm	Biddulph Christmas Tree	600.00
Moorland Contract Cleaning Ltd	INV ---- Visitor Centre Cleaning - OCT	981.13
Moorland Contract Cleaning Ltd	INV ----- Wharf Road Cleaning - OCT	1524.85
Opus Energy	Oct-Nov Gas Town Hall DD	1871.36
Hanley Print Services Ltd	Biddulph Calendars	1104.00
Expenditure less than £500		
Octopus Energy	Visitor Centre – October – Electricity	458.83
Toni's Treats	British Legion 30- year event – Cakes	100.00



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Julie Moore	Oatcakes – October Approach Dementia café	30.00
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Biddulph and District RBL	Poppy Wreath – Remembrance Sunday	27.50
K. Wood	Window Cleaning Oct	114.00
Sovereign Planned Services Ltd	Maintenance Air Conditioning – Town Hall	280.99
Fifteen Group	Telephones DD	122.56
Tidysite Skip Services Ltd	Bin Emptying – INV 131712 w/c 16/10/23	171.86
Tidysite Skip Services Ltd	Bin Emptying – INV 132005 w/c 23/10/23	229.68
Tidysite Skip Services Ltd	Bin Emptying – INV 132328 w/c 31/10/23	171.86
Hanley Print Services Ltd	BTC – Folders	270.00
Hanley Print Services Ltd	Christmas Banners	204.00
Hanley Print Services Ltd	BTC - Compliment Slips & Business Cards	87.60
Total Merchandise	Torch Keyrings	220.40
Staffordshire Moorlands Childrens Centre	Breakfast Club – Communities Supporting Families	300.00
Culligan	<i>Cooler Rental – October 2023 (in credit £27.13 no payment due)</i>	11.08
B webster Plumbing & Heating	Invoice 34 Bus Hub repairs	220.00
Natwest	Bank Charges – Sep DD	69.16
Moorland Contract Janitorial Ltd	Cleaning Supplies – INV 2637	112.43
Prism	Phone Charges	257.66
Myers & Co Solicitors	Employer Assist Membership 13/10-12/11	150.00
Your Choice Fire & Security Ltd	Access control cards – Town Hall	75.13
Biddulph Methodist Church	Biddulph Works Together – Friday coffee mornings	400.00
The Green Tree House Charity	Biddulph Works Together – 30/10/23-29/03/24 Wednesdays Soup/Toast	495.00
Business Products	October – Printing	109.76
Reliance High Tech	Lone working devices - Oct	73.14
Octopus Energy	Wharf Road – Electricity – Oct	152.73
Rode Hall Band	Remembrance Sunday – Balance	175.00
SMDC	Licensing Annual fee – Town Hall	295.00
Wayne Rogers	Travel Expenses – SPCA Meeting	25.20
Heaton House Farm	Installation & Delivery of Christmas Trees	72.00

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Moorland Contract Janitorial Ltd	Cleaning Supplies – INV 2683	33.60
<i>Time Assured</i>	<i>To note: Annual Clock Service; TBG, Town Hall, Roaches School (s/b £420.00 not £350.00)</i>	420.00

Credit Card		
GiffGaff	Mobile Phones – Oct	8.00
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Sainsburys	Feast & Flicks 01/11/23	28.35
Sainsburys	Feast & Flicks 11/10/23	8.50
Sainsburys	Feast & Flicks 11/10/23	31.90
Sainsburys	Feast & Flicks 24/10/23 £38.20 & Emergency Food Parcel – resident £22.75	60.95
Sainsburys	Refreshments – RBL event 21/10/23	34.54
Sainsburys	Feast & Flicks 18/10/23	40.80
Facebook	Social Media Advertising	21.76
Amazon	Ewbank Carpet Sweeper	26.99
Amazon	Hoover Replacement Brushes	8.99
Amazon	Tape	12.97
4imprint uk	Computer Stylus Pen	302.99
Utilita Energy	Emergency Fuel Top Up – resident – Gas & Electric	40.00
Amazon	Digital Code Lock Door Lock	29.49
Wide Shoes	Caretaker safety boots	168.48
Safety Signs 4 Less	Designated Smoking Area sign	14.44
JS Trophies Ltd	Plaque engraved	45.00
Well Pharmacy	Flu Vaccinations – Staff	71.96



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- b) 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.

61. **TO RECEIVE AN UPDATE ON PROPOSALS FROM THE ASSETS TEAM AT STAFFORDSHIRE MOORLANDS DISTRICT COUNCIL**
62. **TO CONFIRM NEW STORAGE ARRANGEMENTS FOR TOWN COUNCIL MARKET EQUIPMENT**
63. **TO RECEIVE AN UPDATE REGARDING THE INSTALLATION OF THE MINING LAMPS, AND TO AGREE FURTHER ACTIONS**
64. **TO RECEIVE AN UPDATE ON SHARED PROSPERITY FUNDING AND TO AGREE PRIORITIES**
65. **TO CONSIDER FUNDING THE SUPPORT STAFFORDSHIRE COMMUNITY OFFICER ROLE FOR BIDDULPH in 2024-25**
66. **TO CONFIRM THE PROVIDER OF CHRISTMAS LIGHTS INSTALLATION AND MAINTENANCE FROM 2024-2027.**

Please note, the tender closed at 5pm on Monday 13 November 2023.

The Mayor invites attendees to participate in light refreshments at the end of this evening's meetings.