

Biddulph Town Council



MEETING: Finance Strategy and Management Committee
DATE: Tuesday 23 January 2024
TIME: 5.30pm
LOCATION: Council Chamber, Town Hall.

AGENDA

67. APOLOGIES

68. DECLARATIONS OF INTEREST

- i. Disclosable Pecuniary Interests
- ii. Other Interests

69. MINUTES

To **confirm** the Minutes of the Finance Strategy and Management Committee meeting held on 28 November 2023 (approved at the Town Council meeting on 9 January 2024)

70. ACCOUNTS MATTERS

- a) To **approve** the bank reconciliations for October and November 2023- all accounts (attached).
- b) To **consider** attached amendments to the Financial Regulations in relation online banking and the management of funds between Unity, NatWest and CCLA accounts.

71. TO CONSIDER ENTERING THE 'LETS CELEBRATE TOWNS AWARD':

<https://www.visa.co.uk/campaign/talk-of-the-town/lets-celebrate-towns.html>

72. TO CONFIRM DETAILS OF COUNTY COUNCIL FUNDING RECEIVED IN 2023-24



Biddulph Town Council
Town Hall, High Street, Biddulph, Staffordshire
Moorlands ST8 6AR
Tel: 01782 498480
e: office@biddulph-tc.gov.uk
www.biddulph.co.uk

Biddulph Town Council



73. POLICIES (attached)

- a) To **approve** the reviewed Stress Management Policy
- b) To **approve** the reviewed Violence at Work Policy
- c) To **approve** the reviewed Anti-Fraud Bribery and Corruption Policy
- d) To **approve** the reviewed Data Protection (GDPR) and Retention Policy

STANDING AGENDA ITEMS

74.

- 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

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

75. BUDGET AND PRECEPT CONSIDERATIONS

- a) To **confirm** Committee budgets (proposed budget attached)
- b) To **consider** the attached room hire benchmarking activity.
- c) To **confirm** proposed fees (current fees attached)
- d) To **confirm** Precept requirements, following information from the District Council on the parish tax base figure. The tax base for 2024/25 is 6338.

76. TO APPROVE THE LICENSES FOR THE LAND AT SMOKIES WAY AND THE TOWN HALL FRONTAGE (ATTACHED)

77. TO CONSIDER THE APPROACH TO RISK MANAGEMENT IN ADVANCE OF INSURANCE RENEWAL IN FEBRUARY 2024



Biddulph Town Council
Town Hall, High Street, Biddulph, Staffordshire
Moorlands ST8 6AR
Tel: 01782 498480
e: office@biddulph-tc.gov.uk
www.biddulph.co.uk

Biddulph Town Council



78. TO RECEIVE A VERBAL UPDATE ON DISCUSSIONS WITH LOCAL ARCHITECTS IN RELATION TO POTENTIAL PROJECTS

79. TO CONSIDER A SUITABLE CONTRIBUTION FOR THE STORAGE OF THE MINERS LANTERNS

80. QUOTATIONS (to be tabled)

- a) To **approve** a quotation and approach to the management of Japanese Knotweed at the Butterfly Garden.
- b) To **confirm** the quotation for the installation of an additional heater at the Visitor Centre.
- c) To **approve** a quotation for tree work at the Town Burial Ground
- d) To **approve** a quotation for memorial testing at the Burial Ground (all sites)
- e) To **approve** a quotation for the second-floor fire doors.
- f) To **approve** a quotation for a replacement door in the reception area.

81. STAFFING

- a) To **consider** communication in relation to pension provision for a member of the town council team
- b) To **consider** the role of the Apprentice in 2024-25.

SM Haydon
Chief Officer/ Responsible Financial Officer

copy to the Mayor, the Deputy Mayor, Councillor Brady, Hart, Hawley, Holdsworth, Hopkins, Jackson, Jones, Lawton, Rogers, Salt, Smith, Wood



Biddulph Town Council
Town Hall, High Street, Biddulph, Staffordshire
Moorlands ST8 6AR
Tel: 01782 498480
e: office@biddulph-tc.gov.uk
www.biddulph.co.uk