

Biddulph Town Council



Wednesday 7 February 2024

Dear Councillor

You are summoned to attend a meeting of the Town Council at **6.00 pm** on **Tuesday 13 February 2024**, 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.

79. PUBLIC PARTICIPATION

To receive a presentation in relation to Waste Minimisation projects at the Household Waste Recycling Centres- Gemma Wall, Staffordshire County Council

Regular attendees:

- Staffordshire Police
- Staffordshire County Council representative(s)



Biddulph Town Council
Town Hall, High Street, Biddulph, Staffordshire
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80. APOLOGIES

To receive apologies and approve reasons for absence.

81. DECLARATIONS OF INTEREST

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

82. MINUTES

- a) To **approve and sign** the Minutes of the Town Council meeting held on Tuesday 9 January 2024
- b) To **receive** the Minutes from the Recreation and Amenities Committee meeting held on Tuesday 9 January 2024
- c) To **receive** the Minutes of the Planning Committee meeting held on Tuesday 16 January 2024
- d) To **receive** the Minutes of the Town and Community Committee meeting held on Tuesday 16 January 2024
- e) To **approve and sign** the Minutes of the Finance Strategy and Management Committee meeting held on Tuesday 23 January 2024

83. MAYORS COMMUNICATIONS

84. 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.

85. TO RECEIVE AN UPDATE ON OUTSIDE BODY MEETINGS ATTENDED SINCE THE JANUARY 2024 MEETING (Updates only from the following meetings: Biddulph in Bloom, Moorlands Assembly, Staffordshire Parish Councils Association, Moorlands Partnership Board, Twinning Association and Fairtrade)

86. TO APPROVE THAT COUNCILLOR EARDLEY WILL BECOME A MEMBER OF THE FINANCE STRATEGY AND MANAGEMENT COMMITTEE, SWITCHING WITH



COUNCILLOR HOLDSWORTH WHO WILL BECOME A MEMBER OF THE RECREATION AND AMENITIES COMMITTEE

87. TO APPROVE THAT THE TOWN COUNCIL WILL BECOME A MEMBER OF THE FINANCIAL INCLUSION GROUP FOR NORTH STAFFORDSHIRE WITH A MEMBERSHIP FEE OF £50 THAT SUPPORTS GROUP EVENTS
88. TO CONFIRM THAT LICENSE AGREEMENTS HAVE BEEN RECEIVED FROM STAFFORDSHIRE MOORLANDS DISTRICT COUNCIL FOR PROJECTS AT THE GILLOW HEATH STATION AND FOR THE TOWN HALL FRONTAGE
89. ACCOUNTS & FINANCE
- a) To **confirm** the recommendations from the Finance Strategy and Management Committee meeting:
 - i. Committee budgets for 2024-25 (spreadsheet attached)
 - ii. Fees and charges for 2024-25 (attached)
 - iii. Precept requirement for 2024-5 of £419,195.00, based on tax base of 6338.
 - b) To **approve** the insurance requirements for 2024-25 based on an assessment of risk (quotations to be tabled; overarching risk assessment attached).
 - c) To **confirm** the recommendations from the Finance Strategy and Management Committee meeting that the Financial Regulation (attached) should be amended to include internet banking arrangements.
 - d) To **approve** that £100,000 will be transferred from NatWest to Unity Bank to enable internet banking to commence.
 - e) To **approve** accounts to be paid in February 2024:

Expenditure over £500		
D&G Bus Ltd	No93 Bus Service – December	3173.00
Octopus Energy	Town Hall Electricity	1707.65
SMDC	Business Rates DD -	2800.00
E-On	Highway Lighting & Maintenance 2023 – 2024	6252.00



Wain Marsh Tree Services	Tree/Hedge Cut – Moorland Rd Allotments	750.00
Prism	Software & Support – INV 191396	958.22
Sandyford Property Investment Ltd	Rent – Brownlees Industrial Estate – Storage Unit 01/02/24-29/02/24	624.00
Hanley Print Services	INV 14183 – Banners (Referendum / over 50s / Pull Up Banner)	510.00
Octopus Energy	Visitor Centre – Electricity	562.74
Expenditure less than £500		
Chartered Institute of Housing	Member Renewal	394.00
Sarah Haydon	Reimbursement – Emergency travel Expenses - Resident	8.00
HEADS (Congleton Chronicle)	Energy Saving Day – Advertising	266.76
Rebecca Dobson	Biddulph Works Together – Groups (Feast & Flicks, Bereavement Group 15/1/24)	55.00
Ignite Facilities	Callout to Boiler Fault	100.80
Ignite Facilities	Gas Tightness Test	180.00
Culligan	<i>Cooler Rental – December 2023 (in credit £16.05 no payment due)</i>	
K. Wood	Window Cleaning – Jan	114.00
Fifteen Group	Telephones DD – INV 118986	122.56
Fifteen Group	Telephones DD – INV 119414	122.56
Tidysite Skip Services Ltd	Bin Emptying – INV 135202 w/c 15/01/24	229.68
Tidysite Skip Services Ltd	Bin Emptying – INV 135465 w/c 22/01/24	229.68
Toni's Treats	Event Refreshments	270.00
Natwest	Bank Charges – Dec	71.18
Natwest	Bank Charges – Jan	65.43
Moorland Contract Janitorial Ltd	Cleaning Supplies – INV 2842	71.70
Prism	Phone Charges – INV 191834	257.39
Myers & Co Solicitors	Employer Assist Membership 20/1 – 19/2 2024	150.00
Toni's Treats	Energy Saving Day – refreshments	55.00
Rebecca Dobson	BLPG – Warm Places 23.01.24/ Feast & Flicks 24.01.24	36.00
I&P Lifting Gear	Twelve Month Examination - Ladders & Tower Scaffold	288.00
Reliance High Tech	Lone working devices - JAN	73.14
Octopus Energy	Wharf Road – Electricity	135.79

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Tidysite Skip Services	Bin Emptying w/c 29/1/24 INV 135708	199.19
Euro Digital Systems	Printing – INV 115793 – 28Dec24-27Jan24	123.31
Sandyford Property Investment Ltd	Building Insurance - Brownlees Industrial Estate – Storage Unit – 01/02/24 – 30/08/24	163.35
Sandyford Property Investment Ltd	Service Charge – Brownlees Industrial Estate – Storage Unit 01/02/24-29/02/24	24.00
Barry Harrison	Reimbursement – Park Lane Allotments – Lock replacement	25.50
Moorland Contract Janitorial Ltd	Cleaning Supplies – INV 2920	78.60
Moorland Contract Janitorial Ltd	Cleaning Supplies – INV 2920	78.60
Toni's Treats	INV 18 – Bereavement Group Refreshments 24/1/24	15.00
Toni's Treats	INV 19 – Feast & Flicks Food 24/1/24	75.00
E ON next	Xmas Lights supply – DEC	60.89

Credit Card		
Open Spaces Society	Annual Subscription	45.00
SLCC	The Law of Allotments – Reference Book	29.60
Sainsburys	Feast & Flicks Food 17.01.24	19.00
Sainsburys	Learners Forum – Refreshments 17.01.24	13.10
Sainsburys	Biddulph Works Together Meeting Refreshments	13.75
Manchester Metropolitan University	Associate of the Institute of Place Management – Membership renewal	96.00
Sainsburys		10.20
Sainsburys		10.15
Facebook	Advertising	40.00
Facebook	Advertising	29.52
Facebook	Prime Membership	114.00
GiffGaff	Mobile Phones – Feb	8.00
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Sainsburys	Energy Saving Day - Refreshments	52.30
Survey Monkey	Annual Renewal	408.00

- f) 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.

90. TO CONSIDER AN APPROACH FROM THE NATIONAL TRUST IN RELATION TO THE EXCAVATION OF THE LIME LODGE FOOTINGS AT THE END OF THE BATEMAN WALK
91. TO CONFIRM NEXT STEPS REGARDING THE ST JOHNS ROAD MINING LANTERNS
92. TO RECEIVE A REPORT ON A VIOLENT INCIDENT AT BIDDULPH TOWN HALL AND TO CONFIRM AN APPROPRIATE RESPONSE
93. TO CONFIRM I.T. ARRANGEMENTS FOR 2024-27 (QUOTATIONS TO BE TABLED)
94. BIDDULPH IN BLOOM:
- a) To **confirm** the instruction of a Barrister to provide advice on the role of the Town Council with regard to becoming a trustee.
 - b) To **consider** the proposal for a license to be granted to Biddulph Town Council for the creation of a memorial garden.