

# Biddulph Town Council



Wednesday 6 March 2024

Dear Councillor

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

### 95. PUBLIC PARTICIPATION

- a) Biddulph in Bloom- the development of a Community Garden (**five minutes**)
- b) Mary Freeland- Connectfibre (**five minutes**)

Regular attendees:

- Staffordshire Police (**five minutes**)
- Staffordshire County Council representative(s) (**five minutes total**)



**Biddulph Town Council**  
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## 96. APOLOGIES

To receive apologies and approve reasons for absence.

## 97. DECLARATIONS OF INTEREST

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

## 98. MINUTES

- a) To **approve and sign** the Minutes of the Town Council meeting held on Tuesday 13 February 2024
- b) To **receive** the Minutes from the Recreation and Amenities Committee meeting held on Tuesday 13 February 2024
- c) To **receive** the Minutes of the Planning Committee meeting held on Tuesday 20 February 2024
- d) To **receive** the Minutes of the Town and Community Committee meeting held on Tuesday 20 February 2024

## 99. MAYORS COMMUNICATIONS

### 100. 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.

### 101. 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)

### 102. ITEM REQUESTED BY COUNCILLOR SALT:

*Biddulph Town Council is committed to encouraging grass roots football in our town, noting the huge recent growth & the fact we have over 60 grassroots teams. It acknowledges the issues faced with facilities locally and will do all it can to lobby partners*



*& signpost clubs to funding opportunities with the aim of ensuring this growth can be sustained for the benefit of the health & wellbeing of our local community.*

**Briefing paper attached.**

**103. ITEM REQUESTED BY COUNCILLOR HAWLEY:**

*Town Council meetings have been increasing in length. We need to bring Council meetings in line with Standing Orders to reduce meeting times, especially in relation to 10 and 1p, 3f and 3g.*

**104. TO NOTE THAT THE CHIEF OFFICER IS THE CHAIR OF THE STAFFORDSHIRE BRANCH OF THE SOCIETY OF LOCAL COUNCIL CLERKS**

**105. TO NOTE THAT THE TOWN COUNCIL HAS BEEN SHORTLISTED IN THE 'LETS CELEBRATE TOWNS' PROGRAMME IN THE INFRASTRUCTURE CATEGORY**

**106. ACCOUNTS & FINANCE**

a) To **approve** accounts to be paid in March 2024:

<b>b) Expenditure over £500</b>			
Prism	Software support	INV 189667	936.86
D&G Buses	93 Bus Service	February	3507.00
SMDC	TH Business Rates DD	MARCH	2800.00
Octopus Energy	Town Hall - Electricity		1406.54
Octopus Energy	Visitor Centre - Electricity		703.45
Moorland Contract Cleaning Ltd	Visitor Centre Cleaning	FEB	981.13
Moorland Contract Cleaning Ltd	Wharf Road Cleaning	FEB	1524.85
Prism	Software support	INV 193176	958.22
Sandyford Properties Investments Ltd	Storage Unit – rent	March 2024	624.00



Opus Energy	Gas Town Hall DD	INV 28561875	3536.51
Scribe (Starboard Systems Limited)	Accounts Package – Annual		2164.32
Complete Weed Control	Japanese Knotweed – Butterfly Garden (1 <sup>st</sup> year treatment, survey and report)		1050.00
The Speakers Agency	Booking – Speaker – Rachel de Thame 11.05.24 (to note: will be part reimbursed via tickets sales for the event)	(Includes VAT of £1000, to note £4000 to be reimbursed via UK Shared Prosperity Fund)	6000.00
Wain Marsh Tree Services	Tree Works – Town Burial Ground		500.00
Opus Energy	Gas Town Hall DD	INV 28661132	3058.13
No5 Barristers Chambers	Professional fees of Nicola Preston – Biddulph In Bloom Legal Advice		2400.00

<b>Expenditure less than £500</b>			
Fifteen Group	Telephones DD	INV 119761	132.74
NatWest	Bank Charges –DD		0.45
SMDC	Storage Unit- Business Rates DD	Due for remainder of the year 2023-2024 (until 31/3/2024)	270.56
Culligan	Water Cooler Rental + 6 bottles		74.17
Sandyford Properties Investments Ltd	Storage Unit – Service Charge	March 2024	24.00
Waterplus	Water Supply – Visitor Centre	Feb 2024	23.16
Waterplus	Water Supply – TH	Dec – Feb 2024	448.98
Prism	Phone Charges		257.39
Myers & Co Solicitors	Employer Assist Membership		150.00
Electrical Installation Supplies	Light bulbs		22.82
Reliance High Tech	Lone working devices	Feb	73.14
Octopus Energy	Wharf Road – Electricity		141.33
1 <sup>st</sup> Bradley Green Methodist Brownies	Town Cllr Grant 23/24 – via Cllr Fletcher	Uniforms/activity days	250.00
Toni's Treats	SCC Meeting Refreshments	INV 37	100.00

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Toni's Treats	BWT (BLPG 20/2 & Feast and Flicks 21/2)	INV 38	80.00
Jodie Hancock	Reimbursement	Meeting Refreshments	10.60
Toni's Treats	Feast & Flicks Refreshments 14/2/24	INV 36	40.00
Toni's Treats	Feast & Flicks 6/3 & BLPG 5/3 - Refreshments	INV 40	100.00
Toni's Treats	Feast & Flicks 28/2 & BLPG 27/2 - Refreshments	INV 41	80.00
Tidysite Skip Services	Bin Emptying – wc 19/02/24	INV 136611	171.87
Tidysite Skip Services	Bin Emptying – wc 26/02/24	INV 136970	199.19
Moorland Contract Janitorial Ltd	Cleaning Supplies	INV 2992	100.15
Moorland Contract Janitorial Ltd	Cleaning Supplies	INV 2991	100.15
Tidysite Skip Services	Bin Emptying – wc 12/02/24	INV 136325	229.68
Waterplus	Water Supply – Visitor Centre	Jan 2024	20.14
Waterplus	Water Supply – Burial Ground		24.06
Euro Digital Services	Printing – 28Jan – 27Feb		166.41
The National Allotment Association	Annual Membership		67.00
Waterplus	Water Supply – Burial ground	12 Jan – 12 Feb	46.72
Elizabeth Norton	Eye Test & Glasses		75.00

<b>Credit Card</b>			
Giff Gaff	Mobile Phones	March	8.00
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Facebook	Advertising – Social Media		49.91
Amazon	Feast & Flicks – DVDs		25.42
Amazon	Feast & Flicks – DVD		6.39
Amazon	Stationery		4.80
Amazon	First Aid Supplies – Bandages		13.62
Amazon	Heating Insulation Panels – Energy Saving Day		116.55



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Amazon	Key tags		4.99
Amazon	First Aid Supplies, Stationery, Wireless Mouse		20.26
Site King	Caretaker Work Trousers		35.31
Amazon	First Aid Supplies – Tubular Bandages		3.47
Amazon	First Aid Supplies – Surgical Tape		5.99
Amazon	Energy Saving Day – Thermo Mugs		38.00
Amazon	Energy Saving Day – Fleece Blankets		20.97
Amazon	Stationery – Tape Dispensers		6.45
Amazon	Energy Saving Day – Fleece Blankets		15.28
Facebook	Social Media Advertising		4.11
Vital Skills by HSQE	Staff Training		192.00
Amazon	Magnetic Frames		25.18
Amazon	Wooden Stakes/Signs		33.99
Amazon	Engraved Door Signs		38.00
Canva	Annual Subscription		99.99
Keep it Personal LTD	Town Council Service – Recognition Gift		50.67
Newton Newton Flag and Banner Makers Ltd	The D-Day 80 Flag of Peace		34.80
Sainsburys	Emergency Food – resident		46.05
Sainsburys	Feast & Flicks 21.02.24	Refreshments	26.55
Sainsburys	Feast & Flicks 27.02.24	Refreshments	17.20
B&M	Feast & Flicks 27.02.24 (£35.99) & Meeting refreshments (£4.90)		40.89
Furniture@Work	Guest Locker		186.00
B&M	Kitchen & Toilet Supplies		16.91
Sainsburys	BWT- Feast & Flicks 06.03.24	Refreshments	28.95

c) 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.*

- 107. TO CONFIRM THAT THE CUSTOMER SUPPORT APPRENTICE SHOULD PROGRESS TO COMPLETE A LEVEL 3 QUALIFICATION- CUSTOMER SERVICE SPECIALIST**
- 108. TO RECEIVE THE BARRISTER'S ADVICE IN RELATION TO BIDDULPH IN BLOOM AND TO CONSIDER NEXT STEPS (ATTACHED)**

