

## **MINUTES OF THE STATUTORY ANNUAL MEETING OF THE BIDDULPH TOWN COUNCIL HELD ON 10 MAY 2016**

The Town Crier introduced the Mayor, Deputy Mayor and Chief Officer and invited Fr Julian Green to lead the meeting with prayer. The Mayor then opened the meeting.

Councillor Hall officially welcomed the new Chief Officer – Mrs Sarah Haydon, saying that this was the start of a thrilling relationship and hoped Mrs Haydon would find it a satisfactory and worthwhile job.

### **PRESENT**

The Mayor - Councillor Baddeley  
The Deputy Mayor - Councillor Salt  
Councillor Davies  
Councillor Hall  
Councillor Harper  
Councillor Hart  
Councillor Hawley  
Councillor Jackson  
Councillor Jones  
Councillor Lawson  
Councillor Lovatt  
Councillor McGuinness  
Councillor Nicosia  
Councillor Redfern  
Councillor Rogers  
Councillor Rushton  
Councillor Sheldon MBE  
Councillor Swift  
Councillor Walley  
Councillor Whilding  
Councillor Wood

Also in attendance: family and friends of the Mayor and Deputy Mayor, members of the public and press, The Chief Officer, Officer to the Council and the Town Crier.

### **1.16 APOLOGIES**

All were present

### **2. DECLARATIONS OF INTEREST**

- a Disclosable Pecuniary Interests and Dispensations; Councillor Sheldon any matters concerning Biddulph in Bloom; Councillor Hart anything to do with the Local Plan.
- b Other Disclosable Interests; none were declared.

### **3. STATUTORY ANNUAL MEETING – 12 MAY 2015**

The Minutes of the meeting held on 12 May 2015 were confirmed.

### **4. ELECTION OF TOWN MAYOR AND MAYOR MAKING CEREMONY**

- a The outgoing Mayor gave a short speech:  
Ladies and Gentleman, fellow Councillors; Good Evening.

The past twelve months have absolutely flown by, and have been most enjoyable. You think you know Biddulph when you take on the role of Mayor, but you really get to know the people of Biddulph, they have been exceedingly generous and supportive, and they have a real reputation for welcoming people from outside the area. I am of the opinion that our folk are among the friendliest in Britain.

I had the honour of being Mayor in 2005 and not a lot has changed. Our town has grown of course and each year our great team of Biddulph in Bloom volunteers, led by our Hilda, has gone from strength to strength, winning the respect and admiration of judges and being awarded Gold Awards almost year on year.

There is an abundance of talent in Biddulph; we have the Biddulph Male Voice Choir, the Biddulph and District Youth Orchestra, the Kingsfield Singers, the Ukulele Band and the newly formed U3A choir. Biddulph Running Club supports the Mayor each year and raises an incredible amount of money. All of these groups have supported the Mayor's Charities, so many thanks to them. Quite honestly I cannot praise our town enough and am very proud to have represented Biddulph again by visiting other towns in and around the Staffordshire Moorlands and beyond, singing our praises wherever I have been, and that, in my opinion, is what being the Mayor is all about. It comes as no surprise that we carried out 86 Mayoral engagements and enjoyed each and every one.

There are many people to thank; the Deputy Mayor Jill, our Town Crier John, and Kate and Jean. There is one other person I would like to thank for his unstinting support and that is of course, my Consort, my dear friend Niels. He has been my rock in so many ways and has also praised Biddulph on every occasion when we have visited other towns. Niels, my sincere thanks.

In conclusion Many thanks to my fellow Councillors for the honour you bestowed on me again. It has been a great privilege and I leave with many wonderful lasting memories. Thank You.

The Mayor invited all present to guess the name of the bear, £1 a guess to the Mayor's Charity.

b Councillor Hall responded on behalf of the Independent group.

Madam Mayor

Again it does not seem long since I was proposing you for Mayor and I know you wonder how quickly the year has passed. Once again we have had a Mayor who has been an excellent ambassador for our town, throughout the district and beyond. You have supported the work of our communities not only by your presence but also by your activities and you have dealt with Council in a fair and equitable manner, which has made the working of the Council so much easier.

I know you had an advantage, as you were aware of the role of Mayor this being your second term of office, but you did not disappoint, you reminded me the other day of something I said to you before – whether a grindstone wears you down or polishes you up depends upon what you are made of – you polished up again very nicely!!

Of course it has been hard work but you have shown dedication determination and dignity in your work as Mayor which I know is appreciated by us all.

I must mention that you have had excellent support from your consort which has I am sure made your job so much easier.

May I offer both of you our thanks for a job well done. Thank you Madam Mayor.

- c The Mayor then called for nominations for Mayor for 2016-2017: Councillor Hall proposed Councillor Salt

'I know Jill will uphold the high standards of civic life which have become our tradition and enhanced our town over the years. Jill is young to politics and indeed young – I enviously say. She will bring with her new perspectives, produce different ideas, all with energy and a willingness to try something new – a breath of fresh air and exciting times ahead.

Of course it will not be easy and will require a lot of hard work which I know she is prepared to give, especially as she has a husband, young children, a full time job and is already deeply involved with community work so I asked her mother who she would manage and she said she's a woman – multitasking – simple?

I also know that she has the wholehearted support of the council who are right behind her although she will sometimes wonder how far.

More seriously it is her family who, I know, will give her the support and help needed to be a stimulating and effective ambassador for our town, not to mention the talk of the firemen's mess.'

Councillor Jackson seconded the proposal, concurring with Councillor Hall. 'Jill will fulfil the role to the best of her ability. She is probably the youngest Mayor this Council has ever had.' There were no other nominations and Councillor Salt was elected Mayor of Biddulph for 2016-2017. The incoming Mayor signed the Declaration of Acceptance of Office.

- d The Chain of Office of Consort was presented to Mr James Salt.

- e The Mayor then made a short speech of Acceptance of Office.

Thank you to Cllr Hall and the Cllr Jackson for the nomination and to fellow councillors for their support. I will do my utmost to fulfil Elaine's shoes.

At this point I would like to thank my Mum, Mother and Father in law, sister and friends in advance for their babysitting duties, especially as Elaine said that she attended 86 functions! I would also like to thank my husband James and my two sons. At this point I would like to present James with his 'gong'.

I would also like to formally thank Councillor Harper and County Councillor Lawson for getting me into this situation, and encouraging me to stand for election. I remember Councillor Harper chewing my ear for an hour when visiting the National Memorial Arboretum with the school children!

I echo Elaine's speech last year - Biddulph is such a beautiful town, made more so by its people. I hope to represent them with pride in the year ahead. I will endeavour to do my very best for Biddulph and its people.

My charities are: Biddulph Youth and Community Zone, Vyson, CRY, 2151 ATC, Sick Children's Trust and Firefighter's Charity.

Thanks.

- f The Mayor presented a commemorative past Mayoral badge to Councillor Baddeley and photographs were taken.

Councillor Salt took the Chair.

## 5. ELECTION OF DEPUTY MAYOR

- a The Mayor called for nominations for Deputy Mayor. Councillor Jackson nominated Councillor Wood, previously a firefighter who had become an active member of the community since moving into the town. Councillor Hall seconded the nomination and welcomed Councillor Wood to the civic team, adding that he would be a great help to the Mayor and would play his role in the life of the council.

There were no other nominations and Councillor Wood was elected as Deputy Mayor of Biddulph for 2016-2017. Councillor Wood signed the Declaration of Acceptance of Office.

- b Councillor Wood was presented with the Chain of Office of Deputy Mayor, and collected the Chain of Office of Deputy Mayoress on behalf of his wife. Councillor Wood thanked Council for the nomination.

## 6. APPROVAL OF STANDING ORDERS

It was **Resolved** to approve and adopt the Standing Orders, as distributed.

## 7. APPROVAL OF CONSTITUTION OF STANDING COMMITTEES

It was **Resolved** to approve the Constitution of Standing Committees as follows:

- a **General Purposes** – Mayor, Deputy Mayor plus sixteen members, to meet on 3<sup>rd</sup> Tuesday of the month, to follow on from Town Council.
- b **Finance Committee** – Mayor, Deputy Mayor plus sixteen members; to meet at 6.30 pm on 2<sup>nd</sup> Tuesday in June and January.
- c **Human Resources Committee** – Mayor, Deputy Mayor plus eight members; to meet at 5.30 pm on 2<sup>nd</sup> Tuesday in June and January.
- d **Civic Committee** - Mayor, Deputy Mayor plus sixteen members; to meet at 7.00 pm on 2<sup>nd</sup> Tuesday of each month, except June and January which shall be the 2<sup>nd</sup> Monday.
- e **Planning Committee** – Mayor, Deputy Mayor plus sixteen members; to meet at 6.15 pm on 2<sup>nd</sup> Tuesday of each month, except June and January which shall be the 2<sup>nd</sup> Monday.

## 8. ELECTION OF MEMBERSHIP OF STANDING COMMITTEES

It was **Resolved** to approve the Membership of Standing Committees and Outside Bodies as detailed in Appendix A:

- a **General Purposes** – *16 members (plus Mayor & Deputy Mayor)*
- b **Finance Committee** – *16 members (plus Mayor & Deputy Mayor)*
- c **Human Resources Committee** - *8 members (plus Mayor & Deputy Mayor)*
- f **Civic Committee** - *16 members (plus Mayor & Deputy Mayor)*
- g **Planning Committee** – *16 members (plus Mayor & Deputy Mayor)*

## 9. ELECTION OF MEMBERSHIP OF SUB-COMMITTEES

It was **Resolved** to approve the Membership of Sub-Committees as detailed in Appendix A

## 10. FINANCIAL REGULATIONS

It was **Resolved** to approve the Town Council's Financial Regulations, which had been revised in January 2016.

**11. FINANCIAL MANDATE**

- a** It was **Resolved** that signatories for the current account be: the Mayor, Deputy Mayor, Chair of the Finance Committee, Vice Chair of the Finance Committee, plus the Chief Officer and Officer. (Two members plus one officer to sign)
- b Mayor's Charity Account & Civic Ball Account:** To give authority to the Chief Officer and Officer of the Council to be the two signatories for the Mayor's Charity and Civic Ball accounts
- c Bank Mandate:**

It was **Resolved** that a banking relationship will be maintained with National Westminster Bank Plc (the Bank) in accordance with the Mandate and that:

- ◆ The individuals identified as Authorised Signatories may, in accordance with the Signing Rules, sign cheques and give instructions for Standing Orders, Direct Debits, electronic payments, banker's drafts and other payments on the Accounts even if it causes an Account to be overdrawn or exceed any limit
- ◆ Any authorised Signatory may give other instructions or requests for information to the Bank in relation to the Accounts; opening accounts with the same Signing Rules and Authorised Signatories; closing accounts; or other banking services or products
- ◆ The Bank may accept instructions that do not have an original written signature provided the Bank is satisfied that the instruction is genuine and subject to any other agreement the Bank may require for those instructions
- ◆ The Customer will provide to the Bank a copy of its constitution and any amendment to the constitution, certified as correct by the Secretary

This Mandate will continue until the Organisation gives the Bank a replacement mandate or the Organisation passes a resolution changing the Signing Rules and/or adding or removing an Authorised Signatory by completing and returning the Change of Signing Authority form in which case this Mandate will continue as amended.

**12. INTERNAL AUDITOR & MONITORING COUNCILLOR**

It was **Resolved** to confirm the appointment of the independent Internal Auditor, Elizabeth Thompson, plus Councillor D Hawley as Monitoring Councillor, to fulfil audit requirements

*The meeting closed at 7.35 pm, with the Mayor inviting all present to remain for light refreshments.*

Signed ..... Date .....