

Biddulph Town Council



MEETING: Finance Strategy and Management Committee
DATE: Tuesday 25 January 2022
TIME: 5.30pm
LOCATION: Council Chamber, Town Hall.

AGENDA

86. APOLOGIES

87. DECLARATIONS OF INTEREST

- i) Disclosable Pecuniary Interests
- ii) Other Interests

88. MINUTES

To **confirm** the Minutes of the Finance Strategy and Management Committee meeting held on 23 November 2021 (approved at the Town Council meeting on 11 January 2022)

89. RECONCILIATIONS FOR NOVEMBER AND DECEMBER 2021

To **receive** the following documents (attached):

- Current Account/ Reserve Account
- Petty Cash
- Credit Card
- CCLA

90. AUDIT

- a) To **receive** a verbal report on a recent internal control audit from Councillor Perkin
- b) To **approve** the internal auditor for the 2021-21 audit.



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91. IT PROVISION

- a) To **consider** a revised timescale for the transition to new Councillor email addresses
- b) To **provide** an introduction to the 'shared area' for file storage
- c) To **consider** equipment usage by Councillors

92. COMPLAINTS

- a) To **approve** the reviewed Complaints procedure (attached)
- b) To **receive** an update on complaints received and the internal management of this information.

93. STANDING AGENDA ITEMS:

- 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

94. BIDDULPH IN BLOOM

- a) To **receive** an update on Trustee arrangements and **approve** a way forward.
- b) To **receive** the 2021 Annual Report.

95. GRANT APPLICATIONS AND PAYMENTS

- a) To **approve** a revised proposal from the Friends of BRIC for their grant allocation.
- b) To **receive** an update from Douglas Macmillan regarding the delayed grant spend.
- c) To **consider** and **approve** grant payments for 2021-22 using remaining funding (pack attached).
- d) To **receive** an update on Town Councillor grant spend.
- e) To **consider** whether changes are necessary in 2022-23 with either grant scheme; revised guidance to be considered in March.



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96. BURIAL GROUNDS

- a) To **consider** a compensation payment regarding a burial plot in the Town Burial Ground.
- b) To **approve** the draft content of the Burial Grounds maintenance specification document (attached).

97. BUDGET AND PRECEPT CONSIDERATIONS

- a) To **confirm** Committee budgets (proposal document attached)
- b) To **confirm** proposed fees (current fees attached)
- c) To **confirm** Precept requirements, following information from the District Council on the parish tax base figure. The tax base for 2022/23 is 6337.

98. QUOTATIONS

- a) To **confirm** the provider for tree maintenance at the Burial Grounds
- b) To **approve** a provider to repair/ replace emergency lights at the Town Hall
- c) To **approve** further electrical work in the workshop at the Visitor Centre
- d) To **approve** improvements to the Town Hall lift
- e) To **approve** an alternative quotation for flooring in the Town Hall annexe and bar area
- f) To **approve** a quotation for the installation of window film in the Town Hall reception area.

99. TO RECEIVE A VERBAL REPORT ON INITIAL FEEDBACK REGARDING A PROPOSED VARIATION TO THE 93 BUS TENDER SPECIFICATION

100. TO RECEIVE A VERBAL UPDATE ON STATION ROAD DEVELOPMENT PROPOSALS

101. TO CONSIDER POSSIBLE BANKING OPTIONS FOR THE TOWN COUNCIL CURRENT ACCOUNT (document to follow)

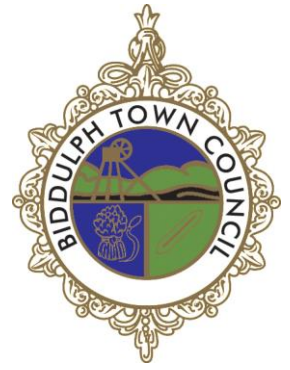
102. TO APPROVE FURTHER INVESTMENT IN CCLA TO PROVIDE IMPROVED SECURITY FOR EARMARKED RESERVES



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103. STAFFING

- a) To **consider** and **approve** the creation of a new role within the team (structure document to follow)
- b) To **approve** further investigations into the appointment of an apprentice
- c) To **consider** future funding for the Biddulph Community Officer

SM Haydon
Chief Officer/ Responsible Financial Officer

copy to: the Mayor, the Deputy Mayor, Councillor Adams, Brady, Hall, Harper, Hart, Hawley, Jackson, Perkin, Rogers, Salt, Sheldon MBE, Yates



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