

Biddulph Town Council



MEETING: Finance Strategy and Management Committee
DATE: Tuesday 22 March 2022
TIME: 5.30pm
LOCATION: Council Chamber, Town Hall.

AGENDA

113. APOLOGIES

114. DECLARATIONS OF INTEREST

- i) Disclosable Pecuniary Interests
- ii) Other Interests

115. MINUTES

- a) To **confirm** the Minutes of the Finance Strategy and Management Committee meeting held on 25 January 2022 (approved at the Town Council meeting on 8 February 2022)
- b) To **confirm** the Minutes of the Finance Strategy and Management Committee meeting held on 8 February 2022 (approved at the Town Council meeting on 8 March 2022)

REVIEW OF POLICIES

116. To **approve** revised policies (attached):

- a) Risk Management Policy
- b) Appraisal and Review Policy (including form)
- c) Stress Management Policy
- d) Violence at Work Policy

117. To **approve** new policies (attached):

- a) Whistleblowing Policy



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- b) Flexible Working Policy
- c) Councillor Email and IT Use Guidance

GENERAL ISSUES

118. RECONCILIATIONS FOR JANUARY AND FEBRUARY 2022

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

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

119. A general discussion about the future recruitment of Councillors

120. To **receive** an update on grants received and applied for by the Town Council

STANDING AGENDA ITEMS

121.

- 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



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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

- 122.** To **approve** a charge for early or late arrival at burials (to be tabled)
- 123.** To **consider** a financial allocation to support:
- a) Sports activity within the town
 - b) Arts activity within the town
- 124.** To **note** that the previous internal auditor has retired; to **agree** an internal auditor for 2021-22
- 125.** To **receive** an update on grants paid to local organisations at the conclusion of the financial year
- 126.** To **agree** a position in relation to ongoing support for the Biddulph Community Officer (Support Staffordshire)

REPAIRS/ MAINTENANCE, TENDERS AND QUOTATIONS

- 127.** To **approve** a provider for bar services in Biddulph Town Hall (to be tabled)
- 128.** To **approve** the purchase of fridges and an ice machine in the bar area at the Town Hall (to be tabled)
- 129.** To **approve** the purchase of bar furniture for the Town Hall (to be tabled)
- 130.** To **approve** the likely costs in relation to a wedding license for Biddulph Town Hall (to be tabled)



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- 131.** To **approve** repairs to the air conditioning system within the Town Hall (to be tabled)
- 132.** To **consider** the attached report in relation to a new finance and accounting system and to **approve** the recommendations contained within.
- 133.** Following consideration at the Civic Events Working Group and Town and Community Committee, to **agree** Platinum Jubilee expenditure (to be tabled)
- 134.** Subject to satisfactory negotiations regarding the development of the Classic Vehicle Show logo, to **approve** the development of a new Market logo

STAFFING

- 135.** To **consider and agree** additional payments to staff for work on Bank Holidays and Weekends

ASSET MANAGEMENT

- 136.** To **receive** an update on Staffordshire Moorlands District Council (SMDC) funding received
- 137.** To **receive** an update on tenants at the Visitor Centre
- 138.** To **receive** and update on tenants at the Town Hall

SM Haydon
Chief Officer/ Responsible Financial Officer

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



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