

**MINUTES OF THE FINANCE STRATEGY AND MANAGEMENT
COMMITTEE MEETING, BIDDULPH TOWN COUNCIL
TUESDAY 25 JUNE 2024, 5.30PM
HELD AT BIDDULPH TOWN HALL, HIGH STREET, BIDDULPH ST8 6AR.**

PRESENT:

- **Mayor:**
Councillor N R Yates
- **Deputy Mayor:**
Councillor A C Lawton
- Councillor M A Hopkins
- Councillor A H Hart
- Councillor A K Harper
- Councillor D J Hawley
- Councillor C Wood
- Councillor K Jackson
- Councillor Smith (6.05pm)
- Councillor J Jones
- Councillor W Rogers (Chair)

Councillors Jackson and Lawton were in attendance but did not sign the attendance sheet.

IN ATTENDANCE:

- Mrs Sarah M Haydon – Chief Officer (Minute Taker)
- Mrs Margaret Warman - Compliance and Governance Officer
- Ms Jodie Hancock – Events and Partnerships Officer
- Ms Elizabeth Norton – Finance Officer
- Mrs Angela Williams – Administrator Officer
- Councillor A Holdsworth as Substitute for Councillor Eardley.

Councillor Rogers recited the disclaimer regarding the recording of the meeting.

17. APOLOGIES

- Councillor N Eardley – Substitute is Councillor Holdsworth
- Councillor J T Salt
- Councillor C Brady

18. DECLARATIONS OF INTEREST

- i. Disclosable Pecuniary Interests: None.
- ii. Other Interests: Councillor Jones declared an interest in Biddulph Moor Scouts. Councillor Hart usually contributes District Council funds of Biddulph Amateur Swimming Club.

19. MINUTES

To **confirm** the Minutes of the Finance Strategy and Management Committee meeting held on 28 May 2024 (approved at the Town Council meeting on 11 June 2024).

Minutes were confirmed. All **agreed**.

20. ACCOUNTS MATTERS

To **approve** the bank reconciliation for April 2024- all accounts (attached).

Proposed by Councillor Hawley; seconded by Councillor Hart. All **agreed**.

21. STRATEGIC DIRECTION

To approve the final five-year Strategy, following a period of public consultation.

The Chief Officer stated that the document had been amended following a period of public consultation.

Proposed by Councillor Jones to accept the document as a final document; seconded by Councillor Harper. All **agreed**.

22. TO RECEIVE AN UPDATE ON SHARED PROSPERITY FUNDING

The Chief Officer confirmed she had submitted a bid for the works to be completed on the visitor centre; this would be solar panels on the roof, investigation of the water turbine and the creation of a Men Shed. Councillor Jones advised the Chief Officer that the Friends Group had completed quite a lot of work on the water turbine.

The Chief Officer explained that part of the grant stipulation was to meet with the Support Staffordshire representative, which took place today.

The Chief Officer reported that the signed document in relation to the Town Hall frontage had been received; this means that capital and revenue spend can progress in relation to the Town Hall frontage and pedestrianisation.

Councillor Kisicki joined the meeting at 6.41pm

The Chief Officer would put together a list of projects that could be completed before any Shared Prosperity Funding needed to be spent. Councillors should advise of any potential projects.

STANDING AGENDA ITEMS

23.

a) To **consider** disposal of any assets, in line with the Asset Management Policy and Financial Regulations

No items for consideration.

b) To **confirm** approved suppliers as part of the Procurement Policy
The Chief Officer tabled the list of proposed approved suppliers. They were **confirmed**.

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

24. TO CONFIRM ARRANGEMENTS FOR THE DEVELOPMENT OF THE TOWN HALL FRONTAGE (EMAIL AND FEE PROPOSAL ATTACHED)

The Chief Officer recited the email received which outlined potential additional fees. There had been a working group established previously to consider the mining memorial; this Group would continue to oversee the development of this project. The Chief Officer will send out information and meeting times/dates.

Proposed by Councillor Jones; seconded by Councillor Hart to accept the quotations. All **agreed**.

25. TO NOTE THE VALUE OF FREE ROOM HIRE FOR BIDDULPH FESTIVAL EVENTS (SPREADSHEET ATTACHED)

Noted.

26. QUOTATIONS (TO BE TABLED)

a) To **approve** the purchase of new mugs for the Town Hall kitchen
AW Ceramics was proposed by Councillor Hart; seconded by Councillor Wood. All **agreed**.

b) To **approve** an interpretation panel style for Station Road, Town Hall frontage
Gillow Heath station and the Mining Lamps
There was a discussion regarding the type of interpretation board; there should be consistency across all sites. Natures Sign Design was the preferred option. There was a query about how the panel attached to the legs; Officers would check the sturdiness before a final decision was made.

Councillor Smith joined the meeting at 6.05pm.

Proposed by Councillor Rogers; seconded by Councillor Lawton. All **Agreed**.

c) To **approve** a quotation for remedial work following the service of fire extinguishers.
Insufficient quotes in time for the meeting, will be brought back to a future meeting.

d) To **approve** a quotation for cleaning the cenotaph.
Varimark Ltd was proposed by Councillor Jones; seconded by Councillor Hart. All **agreed**.

e) To **approve** a quotation for an electrical installation report.
Gary Smith was proposed by Councillor Jones; seconded by Councillor Lawton. All **agreed**.
Councillor Hopkins abstained.

f) To **approve** a quotation for emergency lighting tests.
Moorlec was proposed by Councillor Rogers; seconded by Councillor Jones. All **agreed**.
Councillor Hopkins abstained.

g) To **confirm** a new provider for a water cooler.
It was proposed that the Town Council would purchase a cooler from Options by Councillor Jackson; seconded by Councillor Hart.
One voted against. It was **agreed**.

27. GRANTS

a) To **receive** a letter from the Chair of the Biddulph Amateur Swimming Club (email attached)
The letter was **received**.

b) To **receive** an update on grant evaluations received.
It was noted that all previous grant evaluations have been received.

c) To **consider** and **approve** attached grant applications for 2024-25.
The Chief Officer reminder Councillors that £8,000 would come from funds raised through the precept; £60,000 had been allocated from earmarked reserves.
All grants were considered; recommendations were as follows:

| Name of Group | Amount Requested in 2024-25 | AGREED FIGURE |
|---|-----------------------------|---------------|
| 1st Biddulph Moor Rainbows and Brownies | 500.00 | £500.00 |
| 1st Biddulph Moor Scout Group | 2,000.00 | £2,000.00 |
| Biddulph and District Probus | 500.00 | £300.00 |
| Biddulph Cannons Football Team | 502.78 | £502.78 |
| Biddulph Community Wellbeing Group | 300.00 | £250.00 |
| Biddulph District Guides | 450.00 | £400.00 |

| | | |
|---|------------------|-------------------|
| Biddulph Festival Committee | 5,000.00 | £3,000.00 |
| Biddulph In Bloom | 25,000.00 | £20,000.00 |
| Biddulph Ladies Afternoon Club | 400.00 | £300.00 |
| Biddulph Moor Evergreens Club | 500.00 | £100.00 |
| Biddulph Trefoil Guild | 300.00 | £200.00 |
| Biddulph Twinning Association | 250.00 | £250.00 |
| Biddulph Up In Arms Concerts (Biddulph Folk Club) | 1,500.00 | £1,000.00 |
| Biddulph Youth and Community Zone | 1,700.00 | £1,700.00 |
| Citizens Advice Staffordshire North & Stoke on Trent | 25,000.00 | £20,000.00 |
| CRY - Jordan Burndred Memorial Fund | 1,500.00 | £1,500.00 |
| Gillow Heath St Lawrence Brownie Unit | 300.00 | £300.00 |
| Green Tree House | 20,540.00 | £10,000.00 |
| Moorlands Voluntary Community Transport | 1,800.00 | £1,000.00 |
| | | |
| Totals | 88,042.78 | £63,302.78 |

The total expenditure of £63,302.78 was proposed by Councillor Hart; seconded by Councillor Jones. All **agreed**.

The meeting ended at 7.46pm.

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