

Biddulph Town Council



Wednesday 3 July 2024

Dear Councillor

You are summoned to attend a meeting of the Town Council at **6.00 pm** on **Tuesday 9 July 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

A handwritten signature in black ink that reads 'SM Haydon'.

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.

13. PUBLIC PARTICIPATION

Staffordshire Police (**five minutes**)



Biddulph Town Council
Town Hall, High Street, Biddulph, Staffordshire
Moorlands ST8 6AR
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14. TO RECEIVE A PRESENTATION FROM CRAIG BROWNE, CHIEF EXECUTIVE OFFICER AT THE CITIZENS ADVICE STAFFORDSHIRE NORTH AND STOKE-ON-TRENT

15. APOLOGIES

To receive apologies and approve reasons for absence.

16. DECLARATIONS OF INTEREST

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

17. MINUTES

- a) To **approve and sign** the Minutes of the Town Council meeting on Tuesday 11 June 2024
- b) To **receive** the Minutes of the Recreation and Amenities Committee meeting held on Tuesday 11 June 2024
- c) To **receive** the Minutes of the Planning Committee meeting held on Tuesday 18 June 2024
- d) To **receive** the Minutes of the Town and Community Committee meeting held on Tuesday 18 June 2024
- e) To **approve and sign** the Minutes of the Finance Strategy and Management Committee meeting held on Tuesday 25 June 2024

18. MAYORS COMMUNICATIONS

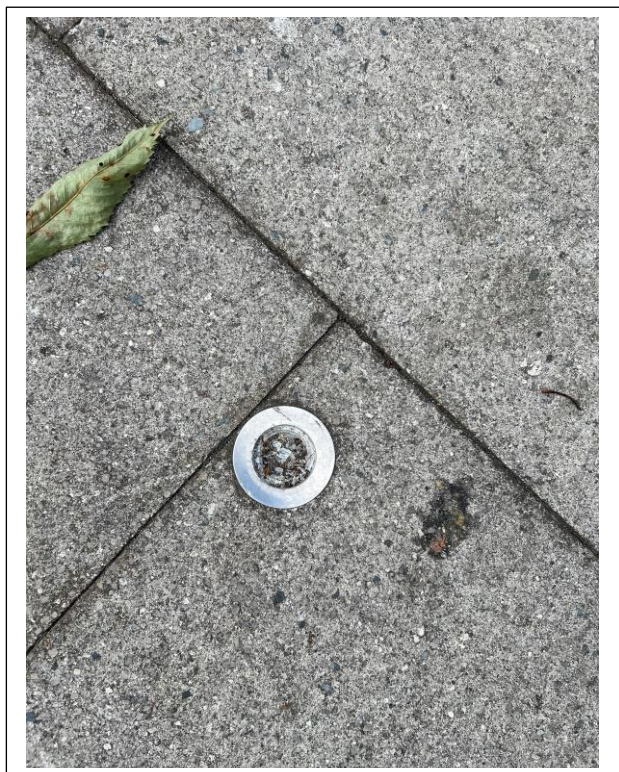
19. STANDING AGENDA ITEMS:

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.

20. TO RECEIVE AN UPDATE ON OUTSIDE BODY MEETINGS ATTENDED SINCE THE JUNE 2024 MEETING (Updates only from the following meetings: Biddulph in Bloom, Moorlands Assembly, Staffordshire Parish Councils Association, Moorlands Partnership Board, Twinning Association and Fairtrade)

21. TO APPROVE IN PRINCIPLE THE NEED FOR CCTV PROVISION AT THE STATION ROAD GARDEN AREA, SUBJECT TO FURTHER DISCUSSION ABOUT COSTINGS AT THE FINANCE STRATEGY AND MANAGEMENT COMMITTEE (PHOTOGRAPHS OF RECENT DAMAGE BELOW)



22. ACCOUNTS & FINANCE

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

Expenditure over £500			
Opus Energy	Gas – Town Hall	June	1648.48
Octopus Energy	Electricity – Visitor Centre	June	549.65
SMDC	Business Rates – TH	July	2389.00
SMDC	Business Rates – TH	August	2389.00
Ignite Facilities Ltd	MCW & HWS pipework and expansion vessels in toilets	Visitor Centre	738.00

Your Choice Fire & Security	Door Replacements – INV 2774	Town Hall – Rm 16, 17 & 18	2934.80
Your Choice Fire & Security	Door Replacements – INV 2775	Town Hall – Caretaker Room	1681.08
Your Choice Fire & Security	Door Replacements – INV 2776	Town Hall – Fire Door Remedial Works	9600.00
Concept Elevators (UK) Ltd	Town Hall – Lift Works	Pit prop assembly and sim card replacement	2411.33
Jacqueline Hughes	Reimbursement for damages to Memorial caused by Glendale	<i>(£600.00 received from Glendale to pay Mrs Hughes)</i>	600.00
Prism	Annual Gateway Protection License	2024-2025	572.92
Clearway	CCTV, Access Control, Intruder Alarm, Fire Alarm Maintenance & Monitoring	INV 82900	2008.01
Clearway	Annual Maintenance of Intruder Alarm System	Visitor Centre	676.01
Philip Hardaker	Sculptural Bench		3000.00
Sandyford Properties Investments Ltd	Rent & Service Charges – Brownlees Storage Unit	July	648.00
1st Biddulph Moor Rainbows and Brownies	Town Council Grant Scheme	2024-2025	500.00
1st Biddulph Moor Scout Group	Town Council Grant Scheme	2024-2025	2000.00
Biddulph Cannons Football Team	Town Council Grant Scheme	2024-2025	502.78
Biddulph Festival Committee	Town Council Grant Scheme	2024-2025	3000.00
Biddulph In Bloom	Town Council Grant Scheme	2024-2025	25000.00
Biddulph Up In Arms Concerts (Biddulph Folk Club)	Town Council Grant Scheme	2024-2025	1000.00
Biddulph Youth and Community Zone	Town Council Grant Scheme	2024-2025	1700.00
Citizens Advice Staffordshire North & Stoke on Trent	Town Council Grant Scheme	2024-2025	20000.00
CRY - Jordan Burndred Memorial Fund	Town Council Grant Scheme	2024-2025	1500.00

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Green Tree House	Town Council Grant Scheme	2024-2025	10000.00
Moorlands Voluntary Community Transport	Town Council Grant Scheme	2024-2025	1000.00

Expenditure less than £500			
Tidysite Skip Services	Bin Emptying w/c 10/06	INV 141364	92.58
Tidysite Skip Services	Bin Emptying w/c 17/06	INV 141647	148.86
Tidysite Skip Services	Bin Emptying w/c 24/06	INV 141882	92.58
Sovereign Planned Services Ltd	Replace mini lime pump	Town Hall	349.39
Clearway Fire and Security Ltd	Routine Maintenance – Fire Alarm System	Town Hall	59.42
B Webster Plumbing & Heating	Urinal and Toilet Repair	Bus Hub & Office Toilet	150.00
Ignite Facilities Ltd	Service 3 x TMVs	Visitor Centre	294.00
C J Skelhorne Jewellers	Deputy Mayor Chain	3x Gilt slide bars, engraving and sew onto ribbon	324.00
Clearway	Intruder Alarm System takeover	Visitor Centre	254.40
Octopus Energy	Electricity – Bus Hub (DD)	June	115.80
K. Wood	Window Cleaning - June	KW 114	114.00
Prism	Phone Charges	May - INV 5566	266.17
Culligan	Water Cooler Rental	June – FINAL Rental invoice	12.47
Reliance High Tech Ltd	Lone Worker Devices	June	77.52
SMDC	Lease of Land – Congleton Road	July	90.00
Flatpack Projects	Spotlight Workshop Contribution		360.00
The Kingsfield Choir	DDay Event		100.00
Myers & Co Solicitors	Employer Assist	20 th June – 19 th July	150.00
SMDC	Business Rates – Storage Unit - DD	August	182.00



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Waterplus	Visitor Centre – Water Supply	June	55.01
Waterplus	TBG – Water Supply	12 May to 12 June	22.69
Euro Digital Systems	Printing	June	174.99
NatWest	Bank Charges DD	May Charges	11.50
SLCC	Staff Training	Finance Officer	156.00
Biddulph Male Voice Choir	D -Day event		200.00
Unity Trust Bank	Bank Charges	5 March – 3 June 2024	38.10
NWFE Limited	Fire Extinguisher Service – Annual	Visitor Centre	57.00
NWFE Limited	Fire Extinguisher Service – Annual	Town Hall	208.20
PHS Group	Bus Hub – Sanitary Waste collection	08/07 – 15/09 2024	32.08
Charlotte Smith	Future You Event Refreshments	Reimbursement	19.14
Wayne Rogers	SPCA Moorlands Assembly	June	8.55
Information Commissioners Office	GDPR Annual Data Protection Fee		40.00
SLCC	Staff Training – Social Media	Events & Community Officer	42.00
SLCC	Staff Training – Youth Engagement	Events & Community Officer	78.00
SLCC	Staff Training - Communications	Events & Community Officer	42.00
SLCC	Staff Training - Marketing	Events & Community Officer	42.00
SLCC	Staff Training – Canva Design	Events & Community Officer	42.00
SMDC	Annual Premises Fee	Town Hall Front	70.00
Clearway	Takeover of Intruder, Access Control, CCTV and Fire Alarm Systems	INV 82901	390.10
EIS	Square Pin Light Bulbs	Town Hall	26.48
Tidysite Skip Services	Bin Emptying W/C 01/07/24	INV 142251	205.14
Moorland Contract Janitorial Ltd	Cleaning Supplies	Town Hall	13.80
Biddulph and District Probus	Town Council Grant Scheme	2024-2025	300.00

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Biddulph Community Wellbeing Group	Town Council Grant Scheme	2024-2025	250.00
Biddulph District Guides	Town Council Grant Scheme	2024-2025	400.00
Biddulph Ladies Afternoon Club	Town Council Grant Scheme	2024-2025	300.00
Biddulph Moor Evergreens Club	Town Council Grant Scheme	2024-2025	100.00
Biddulph Trefoil Guild	Town Council Grant Scheme	2024-2025	200.00
Biddulph Twinning Association	Town Council Grant Scheme	2024-2025	250.00
Gillow Heath St Lawrence Brownie Unit	Town Council Grant Scheme	2024-2025	300.00

Credit Card			
GiffGaff	Mobile Phones	July	8.00
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HSQE Ltd	Vital Skills – Staff Training		96.00
Royal Mail Online	Large Stamps		23.05
Royal Mail Online	Large Stamps	1 st Class & 2 nd Class	24.45
Made by Cooper	Badges	Biddulph Classic Vehicle Show	289.44
Meta	Social Media Advertising		54.28
Argos	Printer Ink		13.59
Sainsburys	Community Cinema 12/06	Refreshments	19.45
Sainsburys	Emergency Food	Resident (19/6/24)	13.70
Sainsburys	Prayer Breakfast	Refreshments	198.89
Sainsburys	Mayors Civic Sunday	Refreshments	46.72
Sainsburys	Station Road Project -28/06 Philip Hardaker Workshop	Refreshments	20.05



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CPD Online College	Staff Training	Conflict Management, Safeguarding & Customer Service Skills	315.36
Family Pizza	Station Road Project -28/06 Philip Hardaker Workshop	Refreshments	34.90
Marks&Spencer	Prayer Breakfast	Refreshments	27.20

b) To approve supplementary accounts (to be tabled)