

# Biddulph Town Council



Wednesday 6 November 2024

Dear Councillor

You are summoned to attend a meeting of the Town Council at **6.00 pm** on **Tuesday 12 November 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

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.**

### **43. PUBLIC PARTICIPATION**

Staffordshire Police (**five minutes**)



**Biddulph Town Council**  
Town Hall, High Street, Biddulph, Staffordshire  
Moorlands ST8 6AR  
Tel: 01782 498480  
e: [office@biddulph-tc.gov.uk](mailto:office@biddulph-tc.gov.uk)  
[www.biddulph.co.uk](http://www.biddulph.co.uk)

#### **44. APOLOGIES**

To receive apologies and approve reasons for absence.

#### **45. DECLARATIONS OF INTEREST**

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

#### **46. MINUTES**

- a) To **approve and sign** the Minutes of the Town Council meeting on Tuesday 8 October 2024
- b) To **receive** the Minutes of the Recreation and Amenities Committee meeting held on Tuesday 8 October 2024
- c) To **receive** the Minutes of the Planning Committee meeting held on Tuesday 15 October 2024
- d) To **receive** the Minutes of the Town and Community Committee meeting held on Tuesday 15 October 2024
- e) To **approve and sign** the Minutes of the Finance Strategy and Management Committee meeting held on Tuesday 22 October 2024

#### **47. MAYORS COMMUNICATIONS**

#### **48. 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.

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



**50. TO RECEIVE AN UPDATE ON THE TOWN HALL FRONTAGE DEVELOPMENT AND TO APPROVE ACTIONS:**

- a) To confirm the tender process will commence on Monday 11 November and conclude on Friday 13 December 2024.
- b) To confirm an additional Town Council meeting will be called on Tuesday 17 December to approve the successful contractor.
- c) To approve that contractors will be appointed in line with the Town Council's Financial Regulations.
- d) To confirm that the inscribed bricks will be purchased by the Town Council in advance of the commencement of the project due to a long lead-in.

**51. TO APPROVE THE LOCAL GOVERNMENT PAY AWARD FOR TOWN COUNCIL STAFF (ATTACHED)**

**52. ACCOUNTS & FINANCE**

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

<b>Expenditure over £500</b>			
Octopus	Electricity – Town Hall	30 Sep – 28 Oct	1247.18
SMDC	Business Rates – TH	November	2389.00
Sandyford Properties Investments Ltd	Rent & Service Charges – Brownlees Storage Unit	November	648.00
Prism Solutions	Software Licensing, Security & Support	November	1027.82
Approved Inspectors Ltd	Access Ramp Installation & Fees	Town Hall	960.00
Prism Solutions	Replacement Laptop	Customer Support Assistant – SB	973.91
Hanley Print Services	Older Peoples Project – UKSPF	INV 14580	989.00
Protech Electrical Ltd	Christmas Lights	Lamp holders and connections	4586.40
Protech Electrical Ltd	Christmas Lights	LED Lamps	1440.00
CEF Electrical	Hand Dryer	Bus Hub	575.94



**Biddulph Town Council**

Town Hall, High Street, Biddulph, Staffordshire

Moorlands ST8 6AR

Tel: 01782 498480

e: office@biddulph-tc.gov.uk

www.biddulph.co.uk

Profab uk ltd	Plaques	Miners lamps	1080.00
GWK Structural Solutions Ltd	Town hall frontage	Provision of structural engineering	1122.00
Broxap	Town Burial Ground	Replacement Memorial Bench	1269.60
Moorland Contract Cleaning Ltd	Visitor Centre – Cleaning	October	1073.63
Moorland Contract Cleaning Ltd	Bus Hub– Cleaning	October	1670.53
<i>Moorland Contract Cleaning Ltd</i>	<i>Bus Hub – Cleaning - September</i>	<i>Note: On Oct Approvals- (amount reduced, credit applied)</i>	<i>1615.45</i>

<b>Expenditure less than £500</b>			
Standard Life	Pension Voluntary Contribution	November	200.00
GT Security	Security	Biddulph's Got Soul Event	252.00
Tidysite Skip Services	Bin Emptying w/c 07/10	INV 146275	148.86
Tidysite Skip Services	Bin Emptying w/c 29/10	INV 147110	92.58
M&G Building Services	Barriers – Station Road	Hire 12 weeks – Inv 17/10/24	205.00
EDF Energy	Gas – Town Hall	16 Aug – 30 Sep 2024	470.00
Octopus Energy	Electricity – Bus Hub (DD)	26 Sep – 31 Oct 24	155.39
Octopus Energy	Electricity – Visitor Centre	30 Sep – 31 Oct 24	455.10
NatWest	Bank Charges DD	31 Aug – 4 Oct 2024	9.80
Waterplus	TBG – Water Supply	12 Sept – 12 Oct 2024	25.63
K. Wood	Window Cleaning – TH	October	114.00
Prism	Phone Charges	September	266.05
Fifteen Group Limited	Phone Charges (DD)	October	94.80
Reliance High Tech Ltd	Lone Worker Devices	October	77.52
Euro Digital Systems	Printing	26 Sep – 25 Oct	101.92
Moorland Contract Janitorial	Cleaning Supplies – Town Hall	INV 3755	28.32
Moorland Contract Janitorial	Cleaning Supplies – Town Hall	INV 3773	6.00
Tidysite Skip Services	Bin Emptying w/c 14/10	INV 146870	205.14
Moorland Contract Janitorial Ltd	Cleaning Supplies – Bus Hub	INV 3749	98.12
Tidysite Skip Services	Bin Emptying w/c 14/10	INV 146525	92.58

# Biddulph Town Council



J.S. Trophies Ltd	Memorial Plaque		46.80
Toni's Treats	Dementia Café	Refreshments	30.00
Toni's Treats	Community Cinema	Refreshments	37.50
TJB Pest Control Ltd	Pest Treatment x3	Park Lane Allotments	150.00
Cinema For All	Biddulph Scratch	"Perfect Days" Screening	97.00
Philip Hardaker	Film – Station Road Project		187.50
Moorland Contract Janitorial Ltd	Cleaning Supplies – Town Hall	INV 3748	160.61
Gary Smith's Electrical Limited	Hand Dryer Replacement installation	Bus Hub	140.00
Toni's Treats	Health & Wellbeing Event	Refreshments	75.00
Rode Hall Silver Band	VE Day 2025 – Band	Deposit	50.00
Christ Church Biddulph Moor	Brunch Club	BWT 2024-25	200.00
Christ Church Biddulph Moor	St Johns	BWT 2024-25	200.00
Biddulph Library (SCC)	Coffee Morning – 04/10/24 – 13/12/24 – Inv 1000136307	BWT 2024-25	380.00
Children's Centre/Family Hub	Little Bees, Back 2 basics, Breakfast Club, Breastfeeding group	BWT 2024-25	200.00
B Webster Plumbing & Heating	Visitor Centre	Repairs to Toilets	140.00
Jackie Menzies	Reimbursement – Stock Pot x2	BWT 2024-25	71.98
The Green Tree House	Soup/Toast Wednesday 25/9/24 – 24/12/24	BWT 2024-25	346.50
Toni's Treats	BLPG Group	Refreshments 5/11/24	50.00
Prism	Domain renewal		159.25
Biddulph and District RBL	2x Poppy Wreaths	Remembrance Day	55.00
<i>Nettlebank Memorials</i>	<i>Overpayment – return</i>		<i>158.00</i>
<i>E-on Next</i>	<i>October 2024</i>	<i>Christmas Lights Supply No Payment Due – Credit on account</i>	<i>(18.23)</i>



## Biddulph Town Council

Town Hall, High Street, Biddulph, Staffordshire

Moorlands ST8 6AR

Tel: 01782 498480

e: office@biddulph-tc.gov.uk

www.biddulph.co.uk

<b>Credit Card</b>			
GiffGaff	Mobile Phones	November	8.00
GiffGaff	Mobile Phones	November	8.00
GiffGaff	Mobile Phones	November	8.00
TSSC	Town Hall	Caretaker - PPE	10.86
Sainsburys	Community Cinema	Refreshments	26.05
CPC	Phono Leads	Hearing Loop – Town Hall	6.78
First Aid 4 Less	Fire Door/exit signs	Town Hall	35.19
Facebook Meta	Social media Advertising		39.40
Argos	Printer Ink		24.78
Sainsburys	Community Cinema	Refreshments	24.40
SLCC	Training – VE DAY 80	Events and Community Officer	42.00
SLCC	Training – Community Engagement Psychology	Events and Community Officer	42.00
SLCC	Training – Crisis Communications	Events and Community Officer	60.00
SLCC	Training – Organising safe and successful community events	Events and Community Officer	180.00
Nisbets	Food Containers	Events	567.50
Majestic Metals Ltd	Memorial Plaques	Overton Trough	58.57
Gov.uk	Land and Property Search		6.00
Gov.uk	Land and Property Search		6.00
Gov.uk	Land and Property Search		6.00
Nisbets	Tableware		158.36
Sainsburys	Health & Wellbeing Event	Refreshments	7.20
Sainsburys	Health & Wellbeing Event	Refreshments	121.43
Royal Mail Online	Stamps		48.59
B&Q	Cistern Lever & Door Latches		31.93
Nisbets	Toilet Tissue Dispensers		34.77
Amazon	DVD		14.99
SMDC	Garden Sacks		80.00
Gov.uk	Land and Property Search		6.00
Amazon	Window Privacy Film		3.88
Royal Mail	Stamps		85.00



Trade Paint Direct	Visitor Centre	Fireproof paint	73.88
Meta Facebook	Social Media Advertising		68.75
Sainsburys	Family Film Day	Refreshments	21.15

b) To **approve** supplementary accounts (to be tabled)

## CONFIDENTIAL ITEMS

*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.*

### 53. TO CONFIRM THE NEXT STEPS WITH REGARD TO A LONG-TERM COUNCILLOR ABSENCE.

