

Biddulph Town Council



MEETING: Finance Strategy and Management Committee
DATE: Tuesday 28 January 2025
TIME: 5.30pm
LOCATION: Council Chamber, Town Hall.

AGENDA

- 86. APOLOGIES AND APPROVAL OF ANY SUBSTITUTE MEMBERS**
- 87. DECLARATIONS OF INTEREST**
 - i. Disclosable Pecuniary Interests
 - ii. Other Interests
- 88. TO CONSIDER WHETHER THE TOWN COUNCIL WILL INVEST IN CYBER ESSENTIALS FOLLOWING THE NOVEMBER 2024 PRESENTATION FROM PRISM**
- 89. MINUTES (ATTACHED)**
 - a) To **confirm** the Minutes of the Finance Strategy and Management Committee meeting held on 26 November 2024 (approved at the Town Council meeting on 14 January 2025)
 - b) To **receive** the notes of the Town Hall Finance Working Group meeting held on:
 - i. 21 November 2024
 - ii. 5 December 2024
 - iii. 17 December 2024
 - iv. 16 January 2025
- 90. TO CONFIRM UPDATED LETTING CONDITIONS AND BOOKING FORM FOR 2025 (ATTACHED)**



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

Biddulph Town Council



91. AUDIT AND ACCOUNTS MATTERS

- a) To **approve** the bank reconciliation for October and November 2024- all accounts (attached).
- b) To **receive** a detailed income and expenditure at 22 January 2025 (attached).

92. TO RECEIVE AN UPDATE ON THE PROPOSED TOWN AND PARISH CHARTER WITH STAFFORDSHIRE MOORLANDS DISTRICT COUNCIL

93. POLICIES

To approve the following policies (attached):

- a) Reviewed Induction Training and Development Policy
- b) Reviewed Complaints Procedure
- c) Reviewed Data Protection (GDPR) and Retention Policy
- d) Proposed to archive Dress and Appearance Policy; reference to appropriate dress removed from Councillor Handbook (March 2024) as not relevant.
- e) Reviewed Co-Option Policy

STANDING AGENDA ITEMS

94.

- 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.



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

Biddulph Town Council

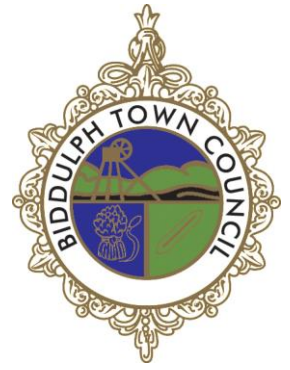


CONFIDENTIAL ITEMS

95. TO CONFIRM THAT THE LENGTHSMAN WILL COMPLETE TREE WORK ON BEHALF OF STAFFORDSHIRE COUNTY COUNCIL AT BIDDULPH VALLEY WAY USING THE DIVISIONAL HIGHWAY PROGRAMME FUNDING FROM COUNCILLOR YATES
96. TO RECEIVE A VERBAL UPDATE ON THE TOWN HALL FRONTAGE DEVELOPMENT (PRE-CONTRACT MEETING MINUTES ATTACHED)
97. TO RECEIVE AN UPDATE ON UKSPF GRANT FUNDING FOR SURROUND SOUND IN THE TOWN HALL
98. BUDGET AND PRECEPT CONSIDERATIONS
- a) To **confirm** Committee budgets (proposed budget attached)
 - b) To **confirm** room hire rates at Biddulph Town Hall (proposed and current fees attached)
 - c) To **confirm** fees and charges for Council services (proposed and current fees attached)
 - d) To **confirm** Precept requirements, following information from the District Council on the parish tax base figure. The tax base for 2025/26 is 6401.
 - e) To **agree** the content of a press release (to be tabled)
99. QUOTATIONS (TO BE TABLED)
- a) To **confirm** RCD 'flick' testing quotation; work completed following recommendation from Health and Safety Advisor
 - b) To **confirm** Display Energy Certificate renewal quotation



Biddulph Town Council



100. STAFFING:

- a) To **confirm** current caretaking arrangements
- b) To **approve** a temporary increase in hours to prepare for audit.

SM Haydon
Chief Officer/ Responsible Financial Officer

copy to the Mayor, the Deputy Mayor, Councillors Brady, Eardley, Harper, Hart, Hawley, Hopkins, Jackson, Jones, Rogers, Salt, Smith, Wood



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