

**MINUTES OF THE TOWN COUNCIL MEETING
BIDDULPH TOWN COUNCIL
TUESDAY 14 JANUARY 2025, 6PM
HELD AT BIDDULPH TOWN HALL, HIGH STREET, BIDDULPH ST8 6AR**

PRESENT:

- **Mayor**
Councillor N R Yates
- **Deputy Mayor**
Councillor A C Lawton
- Councillor C Brady
- Councillor N Eardley
- Councillor S Fletcher
- Councillor J I M Garvey
- Councillor K Harper
- Councillor A H Hart
- Councillor A Holdsworth (left at 6:01pm)
- Councillor Hawley
- Councillor M A Hopkins
- Councillor K J Jackson
- Councillor J Jones
- Councillor C Kisicki
- Councillor A Parkes
- Councillor D Proudlove
- Councillor J Redfern
- Councillor W Rogers
- Councillor C Wood

IN ATTENDANCE:

- Mrs Sarah M Haydon – Chief Officer (Minute Taker)
- Ms Jodie Hancock – Events and Partnership Officer
- Mrs Margaret Warman - Compliance and Governance Officer
- Mrs Angela Williams – Administration Officer
- 1 member of the public

Councillor Rogers introduced the Mayor, Deputy Mayor and the Chief Officer.

Councillor Jones led the Town Council in Prayer.

Councillor Yates wished those in attendance a Happy New Year; he recited the disclaimer regarding the recording of the meeting.

The Mayor confirmed attendees will be named in the minutes, unless otherwise instructed.

58. PUBLIC PARTICIPATION

Regular attendees:

Staffordshire Police (five minutes)

PCSO Carter reported that antisocial behaviour had increased by 15% from the previous month. He reported that an individual has been put on a civil injunction, he went on to explain what this meant.

PCSO Carter reported that the Youth Offending Team have been engaged to try and steer certain individuals away from crime.

PCSO Carter noted the investigation of stolen goods from vehicles; he reported that enquiries are still ongoing.

Councillor Jackson reported issues on Church Road Playing Fields with quad bikes.

There was a discussion about social media. PCSO Carter advised Councillors that the Smart Alert email system is a good way to share information and regular updates.

Councillor Harper reported parking issues on King Street/ John Street. PCSO Carter will look into it.

Councillor Rogers requested an update on the motorbike issues on Biddulph Valley Way. PCSO Carter explained that they have followed up with leads and continue to monitor the issue.

59. APOLOGIES

Apologies and reasons for absence were approved:

- Councillor J Salt
- Councillor C Smith (Absent)
- Councillor S Rushton (Absent)

The Mayor reported that Councillor Holdsworth handed in a letter of resignation at the start of the meeting and left. It was **received**.

60. DECLARATIONS OF INTEREST

a) To declare any Disclosable Pecuniary Interests & Dispensations

None.

b) To declare any Other Disclosable Interests

None.

61. MINUTES

- a) To **approve and sign** the Minutes of the Town Council meeting on Tuesday 12 November 2024

Proposed by Councillor Garvey; seconded by Councillor Redfern. All **agreed**.

- b) To **receive** the Minutes of the Recreation and Amenities Committee meeting held on Tuesday 12 November 2024

Proposed by Councillor Jones; seconded by Councillor Parkes. All **agreed**.

- c) To **receive** the Minutes of the Planning Committee meeting held on Tuesday 19 November 2024

Proposed by Councillor Garvey; seconded by Councillor Hopkins. All **agreed**.

- d) To **receive** the Minutes of the Town and Community Committee meeting held on Tuesday 19 November 2024

Proposed by Councillor Garvey; seconded by Councillor Proudlove. All **agreed**.

- e) To **approve and sign** the Minutes of the Finance Strategy and Management Committee meeting held on Tuesday 26 November 2024

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

- f) To **approve and sign** the Minutes of the Special Town Council meeting on Tuesday 17 December 2024 (please note, this was a confidential meeting)

Proposed by Councillor Jones; seconded by Councillor Rogers. All **agreed**.

62. MAYORS COMMUNICATIONS

The Mayor reported that during the Christmas period, he attended many events.

The Mayor reported that Councillor Rogers has recently retired after 50+ years working on the High Street; he had enjoyed surprising him.

The Mayor noted that Chinese New Year will take place on 25th January 2025 at 10.30 until 1.30pm.

The Mayor reported that Dan Budd will be performing as a Robbie Williams, and recommends attendance. Another Northern Soul event is upcoming, and the Mayors Civic Ball will be on 25th April 2025, theme is 'green'.

63. 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
Nothing to report.

b) To receive an update on health and safety activities (inc. risk management)
The Chief Officer reported that the day-to-day compliance work continues.

c) To receive an update on 'Biddulph Works Together' project.
The Chief Officer reported that during the last meeting in November, all groups reported an increase in numbers to their sessions.

Councillor Jackson noted he is particularly interested in the impact of bad weather and the effects of this.

The Chief Officer reported that due to the partnerships within this group, they managed to ensure an elderly couple was looked after when their boiler broke during the coldest period of the year.

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

Councillor Rogers reported that he attended a SPCA meeting in Stafford and met the new County Officer.

65. TO RECEIVE A VERBAL UPDATE ON THE TOWN HALL FRONTAGE DEVELOPMENT FOLLOWING THE PRE-CONTRACT MEETING ON 9 JANUARY 2025

The Chief Officer reported that the pre-contract meeting took place; she is now awaiting contracts.

The Chief Officer reported that the provisional start date of 24th February 2025 and completion by August 2025, had been discussed. The Chief Officer reported that the invoice had been received for the memorial bricks, so that these could be ordered to avoid any delays.

The Chief Officer noted that additional spend would be required in order to fulfil the requirements of the UK Shared Prosperity Fund allocation within the required timescales.

66. ACCOUNTS & FINANCE

a) To approve accounts to be paid in December 2024 and January 2025:

Expenditure over £500			
Salaries	December		17952.48
HMRC	PAYE	December	5402.31
Staff Pensions	Pensions	December	6937.28
Octopus	Electricity – Town Hall	29 Oct – 28 Nov	1391.70
SMDC	Business Rates – TH	December	2389.00
SMDC	Business Rates – TH	January	2389.00
Sandyford Properties Investments Ltd	Rent & Service Charges – Brownlees Storage Unit	December	648.00
Sandyford Properties Investments Ltd	Rent & Service Charges – Brownlees Storage Unit	January	648.00
Prism Solutions	Software Licensing, Security & Support	December	1027.82
Moorland Contract Cleaning Ltd	Visitor Centre – Cleaning	November	1073.63
Moorland Contract Cleaning Ltd	Bus Hub– Cleaning	November	1670.53
Wain Marsh Tree Services	Tree Works	WBG	2700.00
N&J Tree Services	Tree Works	Butterfly Garden	4263.96
EON Energy Solutions	Highway Lighting Energy & Maintenance	2024-25	5621.27
RGS	Lengthsman Work	11.11.24	1200.00
SMDC	Election Payment	RE 04.05.23	4382.93
EDF Energy	GAS – Town Hall	October	1518.64
Mayors Charities Account	KH Mayoral Year 2023-24	Remaining Civic Allowance Transfer	1085.79
Hanley Print Services	BTC Calendars x400		1086.00
Protech Electrical Ltd	Installation of Christmas Lights 2024	67% of full contract value	11738.40
Protech Electrical Ltd	Removal of Christmas Lights 2024/25		7461.60
Hanley Print Services	BWT	Booklets	775.00
Katy Pugh Arts	Christmas Chamber Window Art		500.00
D&G Buses Ltd	Biddulph Bus Service	November	3507.00
EDF Energy	GAS – Town Hall	November	4730.44

Sovereign Planned Services Ltd	Town Hall	Air Conditioning Remedial Work	1158.19
Protech Electrical Ltd	Removal and install new LED floodlights to light trees	Town Hall	1152.00
City B Group	Gazebo Hire x5	Christmas Market	540.00
Protech Electrical Ltd	Temporary Supply to Christmas Tree and replacement bulbs		524.64
RGS	Lengthsman Work		2966.00
Octopus	Electricity – Visitors Centre	01 Dec – 01 Jan 25	550.97
ctd Architects	Architect's fees	Town Hall Frontage	1287.07
Prism Solutions	Software Licensing, Security & Support	January	1027.82
Waterplus	Town Hall – Water Supply	02 Feb – 27 Nov 24	2553.25
Moorland Contract Cleaning Ltd	Visitor Centre – Cleaning	December	1024.21
Moorland Contract Cleaning Ltd	Bus Hub– Cleaning	December	1505.29

Expenditure less than £500			
Standard Life	Pension Voluntary Contribution	December	200.00
Tidysite Skip Services	Bin Emptying w/c 11/11/24	INV 147720	92.58
SMDC	Licensing Fee – PLA0272 Town Hall	Annual	295.00
Unity Trust	Bank Charges	01/10 – 31/10	22.05
SMDC	Fire Safety Training	BTC Officers	333.15
Octopus Energy	Electricity – Bus Hub (DD)	01 Nov – 30 Nov	123.12
Octopus Energy	Electricity – Visitor Centre	01 Nov – 30 Nov	437.28
NatWest	Bank Charges DD	02 Nov to 29 Nov 24	7.35
Waterplus	Storage Unit – Water Supply	01 Feb – 12 Aug 2024	138.58
Waterplus	Storage Unit – Water Supply	12 Aug – 12 Oct 2024	31.84
Waterplus	Storage Unit – Water Supply	12 Oct – 12 Sep 2024	12.46
Prism	Phone Charges	October	265.79
Fifteen Group Limited	Phone Charges (DD)	November	

Reliance High Tech Ltd	Lone Worker Devices	November	77.52
Euro Digital Systems	Printing	26 Oct – 25 Nov	51.48
Moorland Contract Janitorial	Cleaning Supplies – Bus Hub	INV 3829	87.56
Moorland Contract Janitorial	Cleaning Supplies – Town Hall	INV 3830	242.35
Rode Hall Silver Band	Remembrance Day 2024 – Band	Balance	200.00
Rode Hall Silver Band	Remembrance Day 2025 – Band	Deposit	50.00
Waterplus	Storage Unit – Water Supply	12 Oct – 12 Nov 2024	20.88
Waterplus	WBG – Water Supply	12 Aug – 12 Nov 2024	39.06
Waterplus	TBG – Water Supply	12 Aug – 12 Nov 2024	23.06
Door Maintenance Specialists	Town Hall	Automatic Door Service	180.00
Wizard of Arts	“Christmas Lights Switch On”	Entertainment – Face Painter	100.00
NatWest	Bank Charges		9.10
Good News	BWT	Leaflet Delivery	375.00
Toni’s Treats	Refreshments	BWT – BLPG	50.00
Ranger Mikes Baby Dinosaurs	“Christmas Lights Switch On”	Deposit - Entertainment – Characters	50.00
Kenneth Chaddock	Salary – Backpay		23.16
Tidysite Skip Services	Bin Emptying w/c 18/11/24	INV 147981	205.14
HEADS (Congleton) Limited	Christmas Feature – Chronicle	Inv 131722	300.00
HEADS (Congleton) Limited	Christmas Feature – Chronicle	Inv 131407	369.36
TJB Pest Control	Park Lane Allotments	Pest Treatment x3	150.00
Wain Marsh Tree Services	St Johns Roundabout	Tree Works	400.00
Protech Electrical Ltd	Replace Timers	Christmas Lights	360.00
Hanley Print Services	Christmas Banners, Board – Allotments, Burial ground and Miners Lamps Signs	Inv 14644	414.54
Alison Nicklin	“Christmas Lights Switch On”	Lucky Dip/Glitter Tattoos	250.00
Precious Little Princess Parties	“Christmas Lights Switch On”	2x Characters	140.00

Ranger Mikes Baby Dinosaurs	"Christmas Lights Switch On"	Balance - Entertainment – Characters	150.00
Churnet Sound Radio	"Christmas Lights Switch On"	Sound/Radio	300.00
Dunwood Community First Responders	"Christmas Lights Switch On"	First Aiders	100.00
Sophias Kitchen	"Christmas Lights Switch On"	Electricity Donation	75.00
The Conservative Club	"Christmas Lights Switch On"	Electricity Donation	40.00
Biddulph Moor Village Hall	Remembrance Sunday	Use of Hall	100.00
Protech Electrical Limited	Biddulph Moor	Christmas Lights	316.80
Tidysite Skip Services	Bin Emptying w/c 26/11/24	Inv 148252	92.58
K.Wood	Window Cleaning	December	114.00
Waterplus	Visitor Centre Water Supply	November	36.32
Tidysite Skip Services	Bin Emptying w/c 02/12/24		148.86
Sarah Haydon	"Christmas Lights Switch On"	Christmas Lights & Batteries - Reimbursement	19.90
Hanley Print Services	Minute Paper	Inv 14660	54.00
Stage Management Services	Supply of dimmer packs and installation	Stage – Town hall	485.00
Stage Management Services	Additional lamps and isolators	Stage – Town Hall	104.41
Alliance Environmental Services	"Christmas Lights Switch On"	Wheelie Bins	223.63
Toni's Treats	"Christmas Lights Switch On"	Refreshments	255.00
Toni's Treats	BWT – Biddulph Local People Group – Christmas Event	Refreshments	120.00
HEADS (Congleton Chronicle)	"Christmas Lights Switch On"	Advertising	164.16
Sainsburys	"Christmas Lights Switch On"	Volunteer Refreshments	100.30
Myers & Co Solicitors	Employer Assist Membership	12 th Nov – 11 th Dec	150.00
Moorland Contract Janitorial Ltd	Cleaning Supplies – Town Hall	Inv 3853	33.38
Sovereign Planned Services Ltd	Town Hall	Air Conditioning Maintenance	283.80
Wayne Rogers	Travel Expenses	SPCA meeting	27.30

Waterplus	Water Supply – Burial Ground	12 Nov to 12 Dec 2024	25.63
SMDC	Business Rates – Storage Unit - DD	November	182.00
SMDC	Business Rates – Storage Unit - DD	December	182.00
SMDC	Business Rates – Storage Unit - DD	January	182.00
Moorland Contract Janitorial	Cleaning Supplies – Town Hall	Inv 3905	32.40
Your Choice Fire & Security	Town Hall – Inv 3530	CCTV – Callout	108.00
Find A Performer.net	Chinese New Year 25.01.25	Entertainment – Balance	375.00
Tonis Treats	Miners Lantern – Opening	Buffet	120.00
Tonis Treats	BWT – Community Cinema	Christmas Dinner	80.00
Sarah Haydon	Travel Expenses	December	41.34
Moorland Contract Janitorial	Cleaning Supplies – Bus Hub	Inv 3929	98.12
Tidysite Skip Services	Bin Emptying w/c 16/12	Inv 149136	205.14
Unity Trust	Bank Charges		27.50
Yau Y Yau	Chinese New Year	Music / Instruments / Singer	260.00
Waterplus	Storage Unit – Water Supply	12 Nov – 12 Dec 2024	20.23
Toni's Treats	Community Cinema 08/01/25	Refreshments	45.00
Tidysite Skip Services	Bin Emptying w/c 06/01/25	INV 149526	92.58
I&P Lifting Gear	Ladders&Tower Annual Examinations	Town Hall	288.00
Flawless Venue Dressing Ltd	“Christmas Lights – Biddulph Moor”	Santas Grotto – Contribution	200.00
Euro Digital Systems	Staples -Printer		61.80
Octopus Energy	Electricity – Bus Hub (DD)	01 Dec – 31 Dec 24	106.05
Tidysite Skip Services	Bin Emptying w/c 30/12/24	INV 149423	84.42
Waterplus	Visitor Centre Water Supply	December	30.86
Euro Digital Systems	Printing	26 Nov – 25 Dec 24	59.60
SMDC	Lease of Land	Allotments	90.00
Grenkeleasing Ltd	Copier – Quarterly Fee	01/01/25 – 31/03/25	165.60
Tidysite Skip Services	Bin Emptying w/c 23/12/24	INV 149357	92.58

Friends of B.R.I.C	Town Councillor Grant Scheme	Via K Jackson	50.00
Myers & Co Solicitors	Employer Assist Membership	12 th Dec 24 – 11 th Jan 25	150.00
NALC	Staff Training – Green responsibilities	Chief Officer	42.00
Reliance High Tech Ltd	Lone Worker Devices	December	77.52
<i>E-on Next</i>	<i>November 2024</i>	<i>Christmas Lights Supply No Payment Due – Credit on account</i>	<i>(32.45)</i>

Credit Card			
GiffGaff	Mobile Phones	December	8.00
GiffGaff	Mobile Phones	December	8.00
GiffGaff	Mobile Phones	December	8.00
Sainsburys	Community Cinema 13/11	Refreshments	5.60
Facebook Meta	Social media Advertising	Toy Appeal, Remembrance Sunday, Christmas Light Switch On	25.70
Find A Performer.net	Chinese New Year 25.01.25	Entertainment - Deposit	75.00
Earth Anchors	Interpretation Board	Overton Troughs?	1131.60
Sainsburys	Learners Forum 20.11.24	Refreshments	25.90
Well Pharmacy	5x Flu Jabs	Staff	89.95
Chell's Building Supplies	Grit Bag	Biddulph Town Hall	118.00
Amazon	Envelopes		33.45
Amazon	Wet Floor 'A' Signs		11.49
Home Bargains	Family Film 6/12/24	BWT Refreshments	35.52
Sainsburys	Family Film 6/12/24	BWT Refreshments	29.90
Family Pizza (Cash withdrawn and paid)	Family Film 6/12/24	BWT Refreshments	270.00
Sainsburys	Meeting refreshments		10.00
SMDC	Road Closure	Chinese New Year	65.00
Planning Portal	Town Hall Frontage	Planning Ap PP-13602508v1	363.00
B&M	"Christmas Lights Switch On"	Decorations	32.04
Sainsburys	Community Cinema – BWT	Refreshments	38.30

Digital ID	Town Hall	Key Fobs	78.42
Meta	Social Media Advertising		61.66

b) To approve supplementary accounts (to be tabled)

Expenditure over £500			
Salaries	January		
HMRC	PAYE	January	4292.14
Staff Pensions	Pensions	January	6072.18
Ibstock	Town Hall Frontage	Bricks – Engraved	3841.20
D&G Buses	93 Bus Service	December 2024	2738.80
Octopus Energy	Town Hall – Electricity	29 Nov 24 – 31 Dec 24	1600.70
Expenditure less than £500			
CASH	Volunteer Expenses (£200.00), Petty Cash (£25.50) (£50) Elf Trail Prizes	January	275.50
Fifteen Group Limited	Phone Charges (DD)	January	94.80
Prism	Phone Charges	November	302.62
Trent Rivers Trust	TVW Waymarkers	Inv TRT832	300.00
Standard Life	Pension Voluntary Contribution	January	200.00
Waterplus	Water Supply Burial Ground	12 Dec 24 – 12 Jan 25	26.03

Credit Card			
Sainsburys	Feast & Flicks 8/1	Refreshments	17.35
Sainsburys	Feast & Flicks 8/1	Refreshments	3.75
Sainsburys	Emergency Food parcel – resident -BWT & milk for meetings		16.71
GiffGaff	Mobile Phones	January	8.00
GiffGaff	Mobile Phones	January	8.00
GiffGaff	Mobile Phones	January	8.00
Amazon	Induction Loop Sign		3.67
Amazon	Speaker Audio Converter		9.89
Amazon	Stage cabling		2.59
Amazon	Stage cabling		21.98
Amazon	Blu-Tack		14.93

Amazon	Stage cabling		30.01
Amazon	DVD	Community Cinema	13.22
Amazon	Tea bags, Coffee and Post it Notes		30.59
Amazon	DVD	Community Cinema	12.26
Amazon	First Aid Supplies		9.99
Amazon	Post It Notes & First Aid Supplies		52.41
Amazon	Christmas Elf Trail	Elves	19.98
Amazon	Ribbon	Christmas Toy Appeal Supplies	9.59
NatWest	Cash Withdrawal Fee		8.10
Amazon	Prime Membership		114.00

Councillor Jackson queried the final expenditure associated with the Christmas Lights Switch-on.

To be moved on block, proposed by Councillor Rogers; seconded by Councillor Harper. All **agreed.**

The meeting ended at 6.38pm

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