

Biddulph Town Council



MEETING: Finance Strategy and Management Committee
DATE: Tuesday 25 March 2025
TIME: 5.30pm
LOCATION: Council Chamber, Town Hall.

AGENDA

101. APOLOGIES AND APPROVAL OF ANY SUBSTITUTE MEMBERS

102. DECLARATIONS OF INTEREST

- i. Disclosable Pecuniary Interests
- ii. Other Interests

103. MINUTES (ATTACHED)

To **confirm** the Minutes of the Finance Strategy and Management Committee meeting held on 28 January 2025 (approved at the Town Council meeting on 11 February 2025)

104. AUDIT AND ACCOUNTS MATTERS

- a) To **approve** the bank reconciliation for December 2024 and January 2025- all accounts (attached).
- b) To **receive** a detailed income and expenditure at 19 March 2025 (attached).
- c) To **receive** a verbal update on anticipated income and expenditure before year-end, including UK Shared Prosperity Funding.
- d) To **confirm** internal audit arrangements
- e) To **receive** the internal control report from February 2025 (attached)
- f) To **confirm** that there were no recommendations following the 2023-24 audit, as we move towards year-end.
- g) To **consider** any significant events in 2024-25 that have impacted on the Town Council's activities.



Biddulph Town Council
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105. TO APPROVE A DEPUTY HEALTH AND SAFETY MONITORING COUNCILLOR

106. TO RECEIVE A PRESENTATION ON THE CURRENT ASSET REGISTER AND THE MANAGEMENT OF ASSETS

107. TO RECEIVE AN UPDATE ON THE COUNTY COUNCIL'S COMMUNITY HELP POINT REVIEW (PRESENTATION ATTACHED)

108. TO CONFIRM THAT ANNUAL STAFF APPRAISALS WILL COMMENCE AT THE START OF APRIL 2025

109. TO RECEIVE AN UPDATE ON THE MANAGEMENT OF WASTE FROM APRIL 2025

110. POLICIES

To approve the following policies (attached):

- a) Reviewed CCTV Policy
- b) Reviewed Pay Policy
- c) Reviewed Drug and Alcohol Policy
- d) Reviewed Harassment and Bullying Policy
- e) Reviewed Sickness, Absence and Wellbeing Policy
- f) Reviewed Public Participation in Public Meetings Policy
- g) Reviewed Annual Leave and Special Leave Policy
- h) Reviewed Protocol to Mark the Death of a Local Holder of Office
- i) Reviewed Flag Flying Protocol
- j) Reviewed Councillor Email & IT Use Guidance
- k) Reviewed Councillors' Handbook
- l) Reviewed Carers Policy
- m) New Banning Policy



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STANDING AGENDA ITEMS

111.

- 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.

CONFIDENTIAL ITEMS

112. TO RECEIVE A VERBAL UPDATE ON THE TOWN HALL FRONTAGE DEVELOPMENT- CONTRACT UPDATE MEETING TO BE HELD ON 25 MARCH

113. TO CONSIDER A DRAFT THREE YEAR BUDGET FORECAST (ATTACHED)

114. QUOTATIONS (TO BE TABLED)

- a) To **approve** stage lighting annual inspection
- b) To **confirm** the provider for regular lift inspections
- c) To **confirm** a provider for PAT Testing
- d) To **confirm** an approach to boiler repairs
- e) To **confirm** an approach to the repair/ replacement of the roller shutter at the Bus Hub
- f) To **confirm** an approach to the repair of the intruder alarm at the Visitor Centre

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



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