

## **MINUTES OF THE MEETING OF BIDDULPH TOWN COUNCIL HELD ON TUESDAY 14 JANUARY 2020.**

The Officer introduced the Town Mayor, Deputy Mayor and Chief Officer. The Mayor invited Rev'd Steve Dyson to lead a time of prayer.

The Mayor opened the meeting

### **PRESENT**

The Mayor - Councillor Davies  
The Deputy Mayor – Councillor Jones  
Councillor Baddeley  
Councillor Brady  
Councillor Garvey  
Councillor Hall  
Councillor Hart  
Councillor Hawley  
Councillor Jackson  
Councillor McLoughlin  
Councillor Perkin  
Councillor Rogers  
Councillor Rushton  
Councillor Sheldon  
Councillor Smith

Also, in attendance County Councillor Flunder, PCSO Linton

### **56.19 PUBLIC PARTICIPATION**

*The meeting to adjourn for up to 20 minutes (Standing Order 1d-f) to allow for public participation. Residents are invited to give their views and question the Town Council on issues on this agenda or raise issues for future consideration at the discretion of the Mayor.*

*Members of the public wishing to raise issues which are not on the Agenda should notify the Chief Officer five working days before the meeting. Members of the public may not take part in the Council meeting itself.*

#### **a) Standing item (for discussion as necessary)- Policing in Biddulph**

PCSO Linton reported that anti-social behaviour in Biddulph had peaked in October 2019 and had now dropped to below average. Crime had increased in October and November mostly in Biddulph North. There had also been one residential burglary and two business burglaries, the latter in the Knypersley area.

#### **b) Standing item- County Council issues**

County Councillor Flunder reported that he was working on the extension to the lease for 'the Zone'. His Community Fund had closed on 20 December 2019, four of the five accepted recipients were in the Biddulph area.

On a personal matter, Councillor Flunder thanked Councillors McLoughlin, Rogers and Yates for their help at the Christmas Lights switch-on.

Councillor Jackson asked for an update on the Meadows site: where exactly would the building be located and how long before a planning application would be submitted to SMDC? Councillor Flunder confirmed that Aldi had purchased the site and a press release would be out by the end of the month. The County Council

would also release a statement. Councillor Jackson noted that information about the road system would be very useful for Town and District Councillors. Councillor Yates asked if the school playing field would be implicated. Councillor Flunder responded that to his knowledge it would not. Councillor Rogers thought that when the application had been submitted, this Council should have a special planning meeting to which Councillor Flunder would be invited, just to discuss the application as it had for the Sainsbury's development.

Councillor Flunder hoped to arrange a date to consider Highways issues soon.

## 57. APOLOGIES

Apologies for absence and reasons accepted were received from:

Councillor Adams  
Councillor Barlow  
Councillor Harper  
Councillor Salt  
Councillor Swift

## 58. DECLARATIONS OF INTEREST

- a) To declare any Disclosable Pecuniary Interests & Dispensations: Councillors Hawley and Rogers – travel expenses.  
Minute 61 Councillor Hart would not comment or vote on this item, but would remain in the room to sit and listen. Councillor Sheldon would not speak on this item, but would sit in on the discussion.  
Minute 64 Councillor Hart would abstain from the vote.
- b) To declare any Other Disclosable Interests: None were declared

## 59. MINUTES

- a) The Minutes of the meeting of the Town Council held on 12 November 2019 were **approved and signed.**
- b) The Minutes of the Finance Strategy and Management Committee meeting held on 26 November 2019 were **approved and signed.**
- c) The Notes of the meeting of the Asset Transfer Working Group meeting held on 21 November 2019 were **approved and signed.**
- d) The Notes of the meeting of the Asset Transfer Working Group meeting held on 12 December 2019 were **approved and signed.** Councillor Jackson had information about hire charges at a venue which he would forward to the Chief Officer.
- e) The Minutes of the Recreation and Amenities Committee meeting held on 12 November 2019 were **received.**
- f) The Minutes of the Planning Committee meeting held on 19 November 2019 were **received.**
- g) The Minutes of the Town and Community Committee meeting held on 19 November 2019 were **received.**  
Councillor Jackson asked if an artist had been contacted, how much interest had been shown in the memorial brick scheme, where would the memorial be located? The Chief Officer responded that Ms Poole (BP Architects) was making new enquires for a local artist. In the region of 50 people had expressed an interest in the

memorial bricks; an application form would be sent out once the artist had been commissioned and a start date was decided.

## 60. MAYOR'S COMMUNICATIONS

Councillor Davies reported that the Friends of Biddulph Valley Way would meet in the Chamber at 6.30 pm on Thursday 16 January 2020. Councillor Sheldon noted that Biddulph in Bloom had a surplus of good quality tools which it would donate to group. Councillor Yates thanked Councillor Sheldon.

Councillor Davies noted that the Staffordshire Chief Fire Officer Becci Bryant had been awarded the Queen's Fire Service Medal in the New Year's Honours List. Biddulph Fire Officer Brian Ostler had recently retired after 30 years' service. Councillor Davies thought it would be a nice gesture to thank him for his service and make a presentation of a certificate to Mr Ostler at the earliest convenience, seconded by Councillor Hart. Councillor Jackson proposed that a note should be sent to Ms Bryant thanking her for her tremendous record of service. This was agreed.

Councillor Davies announced that former Councillor Court had been taken ill and was in hospital; a 'Get Well Soon' card was circulated.

Councillor Davies would be hosting a gathering for Biddulph volunteers. The Events and Partnerships Officer was compiling a list of voluntary organisations; Councillors were encouraged to let staff or himself know of any groups they were aware of so invitations could be sent.

Councillor Joe Porter- District Council Cabinet member for climate change would like to attend a meeting of the Environment and Climate Change Working Group. It was proposed by Councillor Hall and seconded by Councillor Jones to formally invite Councillor Porter to the next meeting. This was agreed.

## 61. NEIGHBOURHOOD PLAN AND NEIGHBOURHOOD DEVELOPMENT ORDER:

Councillor Hawley proposed, seconded by Councillor Hall that this Council **approve** the following documents and **resolve** that the Town Council should submit these documents to Staffordshire Moorlands District Council, beginning the Regulation 16 consultation process.

- Neighbourhood Plan Regulation 14 Consultation responses (attached)
- Neighbourhood Development Order Regulation 14 Consultation responses (attached)
- Neighbourhood Plan Policies- Regulation 16 consultation version (attached). Please note, the appendices and introductory sections remain largely unchanged (some formatting issues will be resolved) and can be viewed at: <https://biddulph.co.uk/neighbourhood-plan/>
- Neighbourhood Development Order- Regulation 16 consultation version (attached)
- Neighbourhood Plan Basic Conditions Statement, including Environmental Impact Assessment (draft attached)
- Neighbourhood Development Order Basic Conditions Statement, including Environmental Impact Assessment (draft attached)
- Neighbourhood Plan Consultation Statement (attached)
- Neighbourhood Development Order Consultation Statement (attached)

This was agreed. Councillor Hawley thanked members of the Working Group for their efforts in getting the Neighbourhood Plan to this stage; he especially mentioned the Chief Officer and Ms Hannah Barter for their work producing the documents. It had been a difficult job; Officers and committee members had put in a lot of effort and Councillors should support this.

Councillor Rogers offered his congratulations to Councillor Hawley.

Councillor Davies thanked Councillor Hawley for the way he had led the group, he had guided them along the way extremely well.

Members **noted** that the Neighbourhood Plan Working Group had reviewed the 75 proposed Local Green Space Designations and added/ removed information, as appropriate. These were available on the above link.

Councillors **noted** that there would be additional expenditure in relation to design costs for the documents above. These would be agreed in line with the Financial Regulations, section 4.1.

## **62. ASSET TRANSFERS**

Please see Working Group Notes for reference

- a) To **receive** an update on issues arising in relation to the management of Biddulph Town Hall and Visitor Centre

The Chief Officer noted that there had not been significant progress:

- Heads of Terms for both the Visitor Centre and Town Hall were still awaited
- Obtaining renewed quotes for the Wi-Fi process and installation had begun

Councillor Jones questioned the delay and asked if this Council could speed up the process; he proposed that a letter is sent to the District Council, this was seconded by Councillor Hart.

Councillor Yates noted that following an inspection of the Visitor Centre, the building was not deemed to be suitable for any of the three suggestions for renewable technology.

- b) To **resolve** that the Town Council should take over the management of room bookings for the Town Hall and meeting spaces, and to review and implement amended prices.

Councillor Jackson suggested that this Council should wait until the new Police and Crime Commissioner was in post following the election in May 2020; then request that Staffordshire Police to restore the room as was.

Councillor Sheldon asked if they were accurate sheets for costs for hiring the building, the Chief Officer responded that this was identified by the Working Group and looked at hourly costs and minimums. Councillor Hall moved to resolve that the Town Council should take over the management of room bookings for the Town Hall and meeting spaces, and to review and implement amended prices, this was seconded by Councillor Hart and agreed.

Councillor Hart noted that there was a contract between the District Council and Staffordshire Police so this Council could not intervene, but Officers would need the space as they took on more responsibilities

Councillor Davies noted that this was an item for the Finance Strategy and Management Committee

- c) To **resolve** that Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) discussions should commence in relation to caretaking staff within Biddulph Town Hall. Please note, confidential employment details will not be shared as part of these discussions.

This was moved by Councillor Hall and seconded by Councillor Hart. Councillor Perkin asked if there was a date for the move, he expressed concern with the wording and suggested it was modified, the Chief Officer replied that we wanted to approach our solicitor for clarification with regard to making enquiries about a possible TUPE in the future.

**63. TO APPROVE TOWN COUNCILLORS' COMMUNITY GRANT FUND APPLICATIONS RECEIVED TO DATE** (Summary document tabled)

Councillor Davies gave a brief explanation of the grants requested. Councillor Rogers had not submitted his application yet and would before the end of the scheme, he wondered if the decision should be made at that point. The Chief Officer noted that the arrangement had been for a 6-week turnaround, so a decision should be made about the two applications on the tabled paper.

The Chief Officer noted that these had come before the Town Council as the decision-making responsibility had not been delegated to the Chief Officer.

Councillor Jackson proposed that autonomy should be with a Town Councillor, the Chief Officer should not have the authority to overrule. Councillor Davies noted that the Chief Officer would just check that the correct process had been gone through and that it complied with correct regulations. Seconded by Councillor Jones and agreed.

**64. TO CONFIRM THAT THE CHIEF OFFICER, CLLR JIM DAVIES (TOWN MAYOR) AND CLLR DAVE HAWLEY (CHAIR OF THE BIDDULPH TOWN COUNCIL PLANNING COMMITTEE AND NEIGHBOURHOOD PLAN WORKING GROUP) WILL BE ATTENDING THE FOLLOWING SESSIONS WITH THE LOCAL PLAN INSPECTOR:**

Session 1 – 09.30 Tuesday 4 February 2020, Matter 1 Biddulph – safeguarded land and provision for housing

Session 3- 09.30 Wednesday 5 February 2020, Matter 3 Local Green Space (LGS)

Councillor Hawley noted that the Town Council had sent a letter to the Inspector via the District Council and would be talking to the Inspector in support of that letter and outlining the points in it from the Town Council.

Councillor Davies would attend on Tuesday as an independent Councillor and then on Wednesday as a member of the Town Council.

Councillor Yates asked if other Town Councillors could attend. Councillor Davies responded that only those who had commented on the amendments; the closing date for that had passed.

It was proposed by Councillor Perkin and seconded by Councillor Jones that Councillor Davies attend on behalf of the Town Council. This was agreed.

## 65. ACCOUNTS & FINANCE

### a) Accounts received between meeting cycles and those to be paid January 2020

#### Expenditure over £500

<b>D and G Bus Ltd</b>	
Service 93 for November 2019	3229.80
Service 93 for December 2019	3076.00
<b>SMDC</b>	26108.76
Service Charge 2019-2020	
For rent of 2 rooms and Chamber at Town Hall	
<b>Down to Earth Designs Ltd</b>	13369.99
3 <sup>rd</sup> instalment for Station Road site	
<b>Bp architecture</b>	822.00
Stage 5 of work at Station Road site	
<b>Severn Trent Water</b>	1585.78
Installation and connection of water and meter at Station Road site	
<b>Ironage Designs</b>	2759.25
Replacement Fencing on A527 towards Whitemoor	
<b>Ebm Printers</b>	574.80
Classic vehicle banners	
Classic vehicle boards	
October events banners	
<b><u>Expenditure below £500</u></b>	
<b>Ash Waste Services</b>	£318.04
Weekly skip collection Town Burial Ground November (Confirmed amount)	
Weekly skip collection at Town Burial Ground December	426.42
<b>Tidysite Skip Services Ltd</b>	23.10
Skip at Woodhouse Burial Ground	
<b>WaterPlus</b>	71.24
Water at Town and Woodhouse Burial Grounds	
<b>B Carter</b>	40.00
Un/lock gates at Woodhouse Burial Ground	
<b>Countrywide Grounds Maintenance</b>	58.50
Land at Springfield Road	
<b>Filmbank Media</b>	159.60
Fee for showing Miracle on 34 <sup>th</sup> Street	
<b>Chartered Institute of Housing</b>	310.00
Annual membership	

#### **Business Products**

Copies for November	132.19
Copies for December	46.73
<b>S Haydon</b>	30.43
Welcome banner reimbursement	
Replacement chq 7000 incorrect amount	
<b>Heads (Congleton) Ltd</b>	146.88
Advert for December events	
<b>Protech Electrical Ltd</b>	
Replacement LED lamps for street decorations	384.00
Repairs to Biddulph Moor Community stone light	272.64
<b>FW and D Wain</b>	38.64
Lamp and bulbs	
<b>Heaton House Farm</b>	251.85
23 Christmas Trees	
Replacement cheque 7001, reduced amount	
<b>On Tap</b>	50.00
Towards power for Christmas Lights	
<b>S Rushton</b>	100.00
Reimburse for catering	
from Sophia's Kitchen at Town Lights switch on	
<b>Moorlands Radio</b>	200.00
Biddulph Moor lights switch on	
<b>Schools/Brownies/Cubs</b>	
£25 contribution towards lantern preparation, no more than 8	up to 200.00
<b>E Holt</b> – battery tea lights	5.00
<b>SMDC</b>	
Lease of land for Moorland Road allotment site	90.00
10 wheelie bins for lights switch on	174.00
<b>Petty cash</b>	
December 2019	51.37
<b>Grenke Leasing Ltd</b>	439.67
Quarterly rental charge for photocopier	
<b>S Haydon</b>	84.09
Travel December 2019 to January 2020	
<b>Cllr D Hawley</b>	73.30
Travel and to Leek x 2 and Stafford x 2 and parking	
<b>Cllr Rogers</b>	9.00
Travel to Leek Parish Assembly	

## **b) Supplementary accounts**

### **Expenditure above £500**

Salaries	5544.29
HMRC	2120.10
Staffs Pension Fund	2302.15

### **Expenditure below £500**

Petty cash for January	43.21
Robin Wagg	135.00

Update to Mayoral Board	
Tidysite	23.10
Bi weekly collection at Woodhouse Burial Ground	

**Credit Card Payments**

<b>December 2019</b>	
<b>Facebook</b>	40.00
Boosts for	
Dementia Cinema Brigadoon	
Classic Vehicle show	
Artisan Market	
Calendar	
Beer and Music Festival	
Dementia Friends training	
Neighbourhood Plan	
Biddulph in Bloom	
Green Spaces	
Environment and Climate Change	
Biddulph Residents	
<b>Facebook</b>	1.69
Advert for Artisan Market	
<b>SMDC</b>	21.00
Temporary Events Notice	
<b>Giff gaff</b>	25.00
Wifi charges	
<b>Survey Monkey</b>	408.00
Annual fee	
<b>Shutterstock</b>	19.00
Media graphics monthly fee	
<b>Amazon</b>	12.00
Bookings diary	
<b>January 2020</b>	
<b>Facebook</b>	12.09
Boosts for	
Neighbourhood Plan Reg 14 consultation	
Projects	
Lights switch on	
Woodhouse Carols	
<b>Amazon</b>	169.00
Snow Machine and snow liquid	
<b>Giff gaff</b>	25.00
Wifi charges	
<b>MH Star UK Ltd</b>	54.99
Heavy Duty Trolley	
<b>Shutterstock</b>	19.00
Media graphics monthly fee	
<b>Not on the High Street</b>	38.00
Mayoral gift	

The meeting closed at 7.10 pm

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