

Biddulph Town Council



Wednesday 7 October 2020

Dear Councillor

You are summoned to attend a virtual meeting of the Town Council at **6.00 pm** on **Tuesday 13 October 2020** held via Zoom, at which the following business will be transacted. The Zoom link to participate in the meeting will be sent separately.

Any Councillor unable to attend should forward their apologies either to the Chief Officer or the Mayor.

Yours sincerely

SM Haydon
CHIEF OFFICER

Members of the public and press are welcome to view the meeting via the 'Biddulph Town Council' Facebook page or at www.biddulph.co.uk

A G E N D A

1. PUBLIC PARTICIPATION

To receive verbal or written representations from:

- *Staffordshire County Council representative(s)*
- *Staffordshire Police*

The Mayor to confirm that attendees will be named in the Minutes, unless otherwise instructed.

2. APOLOGIES

To receive apologies and approve reasons for absence.

3. DECLARATIONS OF INTEREST

- To declare any Disclosable Pecuniary Interests & Dispensations
- To declare any Other Disclosable Interests



Biddulph Town Council
Town Hall, High Street, Biddulph, Staffordshire Moorlands ST8 6AR

Tel: 01782 297845
e: biddulph@staffordshire.gov.uk www.biddulph.co.uk

4. MINUTES

- a) To **approve** the Minutes of the Town Council meeting held on 8 September 2020
(Minutes to be **signed** when restrictions on social distancing have been relaxed)
- b) To **approve** the Minutes of the Finance Strategy and Management Committee meeting held on 22 September 2020
(Minutes to be **signed** when restrictions on social distancing have been relaxed)

Please note revised recommendation in relation to IT provision, based on recent information.

- c) To **approve** the Notes from the Asset Transfer Working Group meeting held on 10 September 2020
- d) To **receive** the Minutes of the Recreation and Amenities Committee held on 8 September 2020
- e) To **receive** the Minutes of the Planning Committee meeting held on 15 September 2020
- f) To **receive** the Minutes of the Town and Community Committee held on 15 September 2020

5. MAYOR'S COMMUNICATIONS

6. ITEM REQUESTED BY COUNCILLOR JONES TO APPROVE THAT THE TOWN COUNCIL PAYS FOR THE ENTIRETY OF THE TOWN CRIER'S NEW REGALIA, RATHER THAN HALF THE COST (£4086.18)

7. STANDING AGENDA ITEM- COVID RESPONSE UPDATE

8. STANDING AGENDA ITEM- TO RECEIVE AN UPDATE ON THE MANAGEMENT OF BIDDULPH TOWN HALL

9. TO APPROVE THE APPOINTMENT OF A FINANCE AND ADMINISTRATION OFFICER, FOLLOWING A COMPREHENSIVE RECRUITMENT PROCESS

10. LOCAL GOVERNMENT PENSION SCHEME

To **resolve** that the following posts will be eligible to join the Staffordshire Local Government Pension Scheme, in addition to current posts:

- Senior Commissionaire
- Commissionaire
- Finance and Administration Officer
- Customer Support Assistant

Individuals in these roles will be eligible to join the Scheme from the commencement of their employment with Biddulph Town Council.

11. TO APPROVE THE PURCHASE OF LAND FROM SAINSBURY'S ON STATION ROAD (SALE DOCUMENTS ATTACHED). THE TERMS OF THE CONTRACT ARE AS FOLLOWS:

- Price -£4000 plus VAT
- To pay the sellers legal fees up to a maximum of £5000 plus VAT

Biddulph Town Council



- If you sell ALL the property to a third party during the period of 5 years from completion than you will have to pay 50% of any increase (this is referred to as "overage" – please the worked example in the contract)
- During the 5-year period you cannot transfer a PART of the property
- The seller has agreed that you can transfer the property within 5 years to a local authority, borough council, county council, town council or parish council without paying an overage, however if you do, that authority will have to sign up to the same overage for the period when they buy to the end of the 5th year
- The overage will be registered against the Property to notify any third parties. However, at the end of the 5th year you can apply to the seller to remove the restriction registered against the property

12. TO RECEIVE AN UPDATE ON THE PROPOSALS FOR REMEMBRANCE SUNDAY

13. TO APPROVE AN ADDITIONAL INSURANCE PAYMENT TO COVER THE CONTENTS INSURANCE AT THE TOWN HALL, BUS HUB AND VISITOR CENTRE (POLICY DOCUMENTS ATTACHED)

14. TO RECEIVE AN UPDATE FROM ALDI AND TO APPROVE ANY FURTHER ACTIONS

15. ACCOUNTS & FINANCE

- a) To approve accounts and Finance for October 2020

To note that the **Howdens** figure approved in September was £556.72, rather than £617.66

Expenditure above £5000

RGS
Second half of grounds maintenance contract- burial grounds 7100.00

Expenditure above £500 and below £5000

CJ Skelhorne Jewellers
Improvements to Mayor's chain 3223.03

RGS
Lengthsman work (August- October) 1670.00

John Robinson
Reimbursement for Town Crier Regalia 4086.18



Biddulph Town Council
Town Hall, High Street, Biddulph, Staffordshire Moorlands ST8 6AR

Tel: 01782 297845
e: biddulph@staffordshire.gov.uk www.biddulph.co.uk

Earth Anchors

Noticeboard for Halls Road- contribution to be received from Moorlands Partnership Board 1156.80

MC Cleaning

Cleaning at Wharf Road toilets and Visitor Centre toilets 2444.05

RGS

Supply and fit of membrane and chippings (10 tonne) at Garden of Remembrance 2,390.00

Expenditure below £500**Survey Monkey**

Annual Fee 408.00

Countrywide Grounds Maintenance

Springfield Road 61.40

SLCC

Website Accessibility Training 156.00

SMDC

Lease at Congleton Road 90.00

SPCA

Explore Chairmanship Skills Training 50.00

SPCA

Budgets and Precepts Training 25.00

SPCA

Be a Better Councillor Training 50.00

Time Assured

Service of three clocks 420.00

Grenke

Quarterly fee for photocopier 439.67

Cleaning and Hygiene Distributors Ltd

Cleaning products 316.55

Lymer Doors

Service of Bus Hub door 144.00

Business Products

Photocopies 11.88

Brian Carter

Expenses at Woodhouse Burial Ground 40.00

Artisan Market

Stall erector expenses 180.00

Biddulph Town Council



Katelyn Ball

Expenses at Wharf Road toilets (5 weeks) 100.00

Myers and Co

Employment law advice (October) 150.00

Credit Card

Royal Mail- stamps	65.00
Giff Gaff- phones, wifi	23.00
ETI- Legionella probe	191.40
NALC- Planning, Leaders Talk	38.93
Shutterstock	19.00
Linings and Hoses- Sanitising System	236.40
Myers and co (August/ September employment law advice)	300.00
Amazon- Leafblower and rivet gun	199.08

b) To approve **Supplementary Accounts**, received after the agenda has been published.

D&G Bus
Provision of the 93 service

Salaries
HMRC
Pensions
Petty Cash
Ash Waste
Fifteen



Biddulph Town Council
Town Hall, High Street, Biddulph, Staffordshire Moorlands ST8 6AR

Tel: 01782 297845
e: biddulph@staffordshire.gov.uk www.biddulph.co.uk