

Biddulph Town Council



Wednesday 4 November 2020

Dear Councillor

You are summoned to attend a virtual meeting of the Town Council at **6.00 pm** on **Tuesday 10 November 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 13 October 2020
(Minutes to be **signed** when restrictions on social distancing have been relaxed)
- b) To **receive** the Minutes of the Recreation and Amenities Committee held on 13 October 2020
- c) To **receive** the Minutes of the Planning Committee meeting held on 20 October 2020
- d) To **receive** the Minutes of the Town and Community Committee held on 20 October 2020

5. MAYOR'S COMMUNICATIONS

6. ITEM REQUESTED BY COUNCILLOR HART

This Council will resist all and every attempt to incorporate Biddulph into Stoke-on-Trent, either at local government or parliamentary level.

7. STANDING AGENDA ITEM- COVID RESPONSE UPDATE

8. STANDING AGENDA ITEM- TO RECEIVE AN UPDATE ON THE MANAGEMENT OF BIDDULPH TOWN HALL, INCLUDING VERBAL FEEDBACK FROM THE ASSET TRANSFER WORKING GROUP

9. TO RECEIVE THE DRAFT ANNUAL REPORT (sent in advance of the meeting) AND TO CONSIDER WHEN WOULD BE AN APPROPRIATE TIME TO HOLD THE ANNUAL TOWN MEETING

10. UPDATE ON HEALTH AND SAFETY MEETING AND CONSIDERATION OF A COUNCILLOR MONITORING ROLE

11. ACCOUNTS & FINANCE

- a) To approve accounts and Finance for **November 2020**

Expenditure above £5000

Biddulph in Bloom (2nd quarter payment of grant) 6250.00

Prism Solutions

New IT hardware and installation (to be paid in two instalments, at the beginning of the project and upon satisfactory completion) inc. VAT 13047.19

Protech

Replacement lamps, testing and installation of Christmas lights 5106.00

Expenditure above £500 and below £5000

Hanley Print Services

400 calendars 1068.00

Biddulph Town Council



MC Cleaning Cleaning at Wharf Road toilets and Visitor Centre toilets	2444.05
D&G Bus 93 Bus service	3383.60
EON Highway Lighting Maintenance and Energy	3723.89
<u>Expenditure below £500</u>	
Protech Replacement of catenary wire for Christmas Lights	766.32
Hanley Print Services 2x Christmas banners for A527	204.00
CHD Cleaning products, towels and hand sanitiser	76.63
MC Janitorial Toilet rolls (Visitor Centre)	11.70
Business Products Stationery items	101.25
Royal British Legion (Biddulph and District) Remembrance wreath	25.00
Countrywide Grounds Maintenance Springfield Road	61.40
Tidysite Woodhouse Burial Ground bins	23.10
Hanley Print Services Covid banner, minute paper, receipt books, compliment slips	534.00
Ash Waste Town Burial Ground bins	372.84
Staffordshire Moorlands District Council Professional Health and Safety advice	182.73
Business Products Photocopies	47.11



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Skelhorne Jewellers	
3 Past Mayor's lapel medals	120.96
Brian Carter	
Expenses at Woodhouse Burial Ground	40.00
Katelyn Ball	
Expenses at Wharf Road toilets (5 weeks)	100.00
Myers and Co	
Employment law advice (November)	150.00
Sarah Haydon	
Cable ties (inc. heavy duty)	24.65
Credit Card	
Facebook boost	6.00
Giff Gaff	15.00
Amazon (2x replacement hoover parts and shower cleaner)	23.14
Survey Monkey	408.00
Arrow County Supplies (Masks and gloves)	169.17
Shutterstock- images	19.00
Giff Gaff	8.00

b) To approve **December 2020** accounts. Usual accounts received are:

D&G Bus- Provision of the 93 service

Salaries
 HMRC
 Pensions
 Petty Cash
 Ash Waste
 Tidysite
 Fifteen
 Brian Carter
 Katelyn Ball
 Business Products
 Countrywide
 MC Cleaning

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