

# Biddulph Town Council



**MEETING:** Finance Strategy and Management Committee  
**DATE:** Tuesday 9 June 2020  
**TIME:** 6pm  
**LOCATION:** Via Zoom- the link to participate in the meeting will be sent separately.

**Members of the public please note, the meeting will be available to view via the 'Biddulph Town Council' Facebook page or at [www.biddulph.co.uk](http://www.biddulph.co.uk)**

## AGENDA

### 1. DECLARATIONS OF INTEREST

- i) Disclosable Pecuniary Interests
- ii) Other Interests

### 2. APOLOGIES

### 3. MINUTES

To **confirm** the Minutes of the meeting held on 28 January 2020 (signed at the Town Council meeting on 11 February 2020)

### 4. TO APPROVE THE FOLLOWING ITEMS (ALL ATTACHED) THAT WERE DUE TO BE INCLUDED ON MARCH/ APRIL 2020 AGENDAS (POSTPONED DUE TO CORONAVIRUS PANDEMIC):

- Financial Regulations
- Reserves Policy
- Investment Strategy
- Pay Policy
- Asset Management Policy (New)
- Asset Register
- Internal Control Report from Councillor Dave Hawley (29 January 2020)

### 5. TO CONSIDER EMERGENCY PLANNING AND CREATING A SMALL GROUP TO TAKE THIS FORWARD (PRESENTATION ATTACHED)



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

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e: [biddulph@staffordshire.gov.uk](mailto:biddulph@staffordshire.gov.uk) [www.biddulph.co.uk](http://www.biddulph.co.uk)

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## 6. FORMALLY APPROVE STORAGE FOR MARKET EQUIPMENT, SIGNAGE AND OTHER ITEMS (6-MONTH ARRANGEMENT AGREED APRIL 2020)

There are no concerns about current provision; this should be kept under review.

## 7. TO RECEIVE AND APPROVE YEAR-END FIGURES FOR 2019-20 (ALL ATTACHED) INCLUDING:

- Balance Sheet
- Cash and Investment Reconciliation
- Income and Expenditure Account
- Trial Balance for Month 12

## 8. TO APPROVE EMPLOYEE AND EMPLOYER PENSION CONTRIBUTIONS FOR 2020-21:

### EMPLOYEE:

#### LGPS contribution banding from 1 April 2020

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The table below sets out the contribution bands which will be effective from 1 April 2020. They are based on the pay bands for 2019/20 as increased by the September 2019 consumer price index (CPI) figure of 1.7%.

Please ensure your HR and payroll teams take the necessary action to implement the changes from 1 April 2020.

Band	Pensionable pay range	Main scheme contribution rate	50/50 section contribution rate
1	Up to £14,600	5.5%	2.75%
2	£14,601 - £22,800	5.8%	2.90%
3	£22,801 - £37,100	6.5%	3.25%
4	£37,101 - £46,900	6.8%	3.40%
5	£46,901 - £65,600	8.5%	4.25%
6	£65,601 - £93,000	9.9%	4.95%
7	£93,001 - £109,500	10.5x%	5.25%
8	£109,501 - £164,200	11.40%	5.70%
9	£164,201 or more	12.50%	6.25%

### EMPLOYER: 25.6% for 2020-21



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Exclusion of the Press and Public

The Chair to move: -

"That, pursuant to Section 100A(2) and (4) of the Local Government Act, 1972, the public be excluded from the meeting in view of the nature of the business to be transacted or the nature of the proceedings whereby it is likely that confidential information as defined in Section 100A (3) of the Act would be disclosed to the public in breach of the obligation of confidence or exempt information as defined in Section 10 I (1) of Part 1 of Schedule 12A of the Act would be disclosed to the public by virtue of the Paragraphs indicated."

## **CONFIDENTIAL ITEMS**

- 9. TO RECEIVE AN UPDATE ON THE INSTALLATION OF WIFI AND A NEW IT SYSTEM IN BIDDULPH TOWN HALL**
- 10. TO AGREE A CONTRACTOR TO UNDERTAKE THE POCKET PARKS PROJECT (SPECIFICATION ATTACHED)**
- 11. TO RECEIVE AN UPDATE ON THE COUNTRY PARK VISITOR CENTRE LEASE AND MAKE RECOMMENDATIONS FOR THE TOWN COUNCIL MEETING ON 16 JUNE 2020 (LEASE DISTRIBUTED BY EMAIL ON 20 MAY 2020)**
- 12. TO RECEIVE QUOTATIONS FOR A RETAINED HUMAN RESOURCES ADVICE SERVICE (TO BE SENT SEPARATELY)**
- 13. TO RECEIVE AN UPDATE ON TOWN HALL MANAGEMENT AND AGREE APPROPRIATE RECOMMENDATIONS (ALL PAPERWORK RECEIVED FOR REVIEW ON 21 MAY 2020):**
  1. Management Agreement
  2. 25-Year Lease
  3. Service Level Agreement for provision of reception services
  4. TUPE liability- caretaking team
  5. To approve that staff undertaking caretaking responsibilities will become members of the Staffordshire Local Government Pension Scheme, with no break in service, with effect from 1 July 2020
- 14. TO RECEIVE A DRAFT STRUCTURE FOR THE TOWN COUNCIL STAFF TEAM (EFFECTIVE FROM 1 JULY 2020) AND TO AGREE RECOMMENDATIONS FOR TOWN COUNCIL ON 16 JUNE 2020, INCLUDING A PROCESS FOR RECRUITMENT**



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## 15. GRANTS

- a) To **receive** an update on Evaluation Forms received from 2019-20
- b) To **review** the Town Councillors' Community Grants Fund in 2019-20 and **agree** provision for 2020-21
- c) To **consider** grant applications for 2020-21 and **agree** allocations **(to be sent in separate email due to size of file)**

## 16. DATE OF NEXT MEETING

The next meeting of the next Finance Strategy and Management Committee will be Tuesday 7 July 2020, 6pm

SM Haydon  
Chief Officer/ Responsible Financial Officer

copy to: the Mayor, the Deputy Mayor, Councillor Adams, Brady, Hall, Harper, Hart, Hawley, Jackson, Perkin, Rogers, Salt, Sheldon MBE, Yates



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