

Biddulph Town Council



MEETING: Finance Strategy and Management Committee
DATE: Tuesday 23 February 2021
TIME: 5.30pm
LOCATION: Via Zoom- the link to participate in the meeting will be sent separately.

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 26 January 2021 (approved at the Town Council meeting on 9 February 2021)

4. TO RECEIVE JANUARY 2021 BANK RECONCILIATION (ATTACHED)

5. BIDDULPH GRANGE COUNTRY PARK VISITOR CENTRE:

- a) To receive quotations for electrical work (to be tabled)
- b) To agree requirements and a process for identifying appropriate tenants for the Visitor Centre (draft expression of interest form attached)

6. LENGTHSMAN CONTRACT

- a) To receive the 2019-20 list for tasks undertaken
- b) To approve the specification for the Lengthsman contract (commencing 1 June 2021)

7. AUDIT

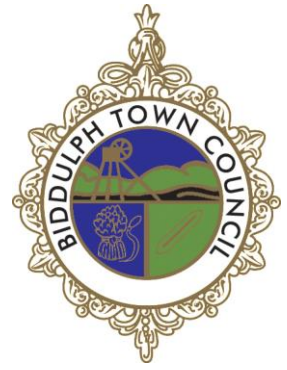
- a) Internal control - Item requested by Councillor Chris Perkin (two documents attached)
Councillors are requested to confirm the attached form will be used going forward to record the areas covered on an internal check and note any areas which omitted from any specific internal check.
- b) Internal audit – To note that Elizabeth Thompson has confirmed that she will complete the internal audit report at the end of the financial year, and to agree the focus of this activity (Audit Requirements document attached)



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

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

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- 8. TO APPROVE THE REVIEWED POLICIES ATTACHED:** (new sections are in red, words that have a strikethrough will be removed)
- Dress and Appearance Policy
 - Harassment and Bullying Policy
 - Drug and Alcohol 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

- 9. TO CONSIDER FREE USE OF THE TOWN HALL BY THE BIDDULPH FESTIVAL COMMITTEE FOR EVENTS THROUGHOUT THE SUMMER**
- 10. TO APPROVE THAT TWO WEEKS ANNUAL LEAVE CAN BE CARRIED FORWARD BY STAFF IN 2021-22, FROM THE PREVIOUS YEAR**
- 11. TO APPROVE THE DERBYSHIRE COUNTY COUNCIL QUOTATION FOR EMERGENCY LIGHTS REPAIRS AND/ OR REPLACEMENT AT THE TOWN HALL (DOCUMENT TO FOLLOW)**
- 12. TO APPROVE A QUOTATION FOR WASTE MANAGEMENT AT BIDDULPH TOWN HALL AND TWO BURIAL SITE (TO BE TABLED), COMMENCING 1 APRIL 2021**

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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