

MINUTES OF THE MEETING OF BIDDULPH TOWN COUNCIL HELD ON TUESDAY 12 JANUARY 2021

The Mayor welcomed members to the Zoom meeting and read a statement to assist those that were viewing the meeting via Facebook.

PRESENT

Present

The Mayor – Councillor Jones

The Deputy Mayor – Councillor Rushton

Councillor Baddeley

Councillor Barlow

Councillor Brady

Councillor Davies

Councillor Flunder

Councillor Garvey

Councillor Hall

Councillor Hart

Councillor Hawley

Councillor Jackson

Councillor Perkins

Councillor Redfern

Councillor Rogers

Councillor Salt

Councillor Sheldon

Councillor Smith

Councillor Yates

Councillor Keith Flunder (Staffordshire County Council) was also in attendance; Councillor Lawson had sent his apologies.

No attendees wished their names to be excluded from the minutes.

45. PUBLIC PARTICIPATION

To receive verbal or written representations from:

- Councillor Joe Porter- Staffordshire Moorlands District Council, Cabinet Member for Climate Change & Biodiversity

Councillor Porter spoke to the Council about the work he and the District Council are doing regarding climate change. Staffordshire Moorlands District Council (SMDC) had declared a climate emergency and aimed to become a carbon neutral district by 2030. Actions SMDC are looking to take to achieve this goal included decreasing the Council's fleet vehicles' reliance on fossil fuels, assessing sustainability and ethics in procurement and training all services within the Councils to support the climate change aims.

There is the Climate Change Working Group looking at many external matters to the District Council including industry, waste, house building, land use, and also liaison with Staffordshire Wildlife Trust. This spring, the Climate change action plan will be released for

public consultation, and the Green Infrastructure Plan and Climate Change Community Fund will also be released in Spring. The Tree Strategy will be released in due course.

Councillor Jones advised that Steve Massey and Gareth Knapper are leading on the tree planting schemes in SMDC.

Councillor Salt asked if SMDC are going to write to the government about the temporary license granted for the use of pesticides on sugarbeet and also asked how SMDC will respond the Conservative proposal to open a new coal mine. Councillor Porter said he had concerns about both matters, and will be looking in to these.

Councillor Yates stated that the coal mine was related to the production of steel, but there are more innovative ways, and the UK has the opportunity to lead the way on this.

Councillor Yates said that there could be improved cooperation from SMDC on supporting Parish and Town Councils to develop green space. Councillor Yates asked Councillor Porter for tangible actions that will be undertaken to become carbon neutral

Councillor Porter said he supported more involvement with Town and Parish Councils. He said that one tangible example was reviewing markets and reducing vehicle mileage by over 2000 miles, and ending the use of single use cable ties. Councillor Porter also felt that working from home was reducing Council mileage. Tree planting has been delayed by Covid measures

- Staffordshire County Council representative(s)

Councillor Flunder gave an update, covering the points below

- Covid-19 Vaccinations are starting, and advice on vaccinations for over 80's have been sent around.
- The Government have been working on 7 major hubs which includes Manchester and Birmingham. Several local sites have already been listed as vaccination centres.
- The infection rate has increased in Staffordshire Moorlands but remains relatively low for the count, and there are currently no hotspots in the Moorlands.
- Brown Edge and Werrington currently have community testing and this includes Saturdays.
- Advise remains in place on handwashing and social distancing and a guide to lockdown rules has come out.
- Councillor Flunder is looking at additional funding for local groups affected by Covid.
- The Climate Change Action Fund is available and there will be a presentation about this at the parish assembly on 28 January. The funding deadline is 29 January.
- One library is open in each District, which for Staffordshire Moorlands is Leek.
- A 'Do it to Feel good' campaign to encourage people to exercise has started in the county.
- Park Lane pavements have been resurfaced but then dug up again by a utility company.
- There are requests to have an illuminated roundabout sign on Park Lane for people coming down from Biddulph Moor.

- Tunstall Road has been cleared and is now not flooding drain.
- A working group is to be established for Conway Road green space.
- Children's Services etc are still ongoing.
- The Survive sexual assault and abuse service has been launched
- Food vouchers are being issued.

Councillor Jones noted that Manchester and Birmingham are over 30 mins from Biddulph. Councillor Yates said he was enquiring about non-symptomatic Covid testing in Biddulph at the Leisure Centre, and Councillor Flunder agreed to follow up, though noted that community testing has been concentrated in areas of Staffordshire where infection rates are higher.

Councillor Salt discussed the issues regarding a lack of grit in the town recently. She noted this was unprecedented as snowfall lasted several days, leading to compacted ice. Grit bins were empty and had been empty a long time. Councillor Salt had encouraged the public to report issues with grit bins using Staffordshire County Council. Councillor Salt felt a contingency plan was needed going forward and wondered if a lengthsman task could be to check grit bins.

Councillor Flunder confirmed he had arranged 2 tonnes of grit delivered to Biddulph on Friday and the Chief Officer had helped arranged distribution. The Chief Officer confirmed it is a lengthsman task to fill grit bins but this depends on availability of grit. The Lengthsman has now topped up to half full 15 grit bins around Biddulph, which was as many as was possible and these bins had been spread around Town Council boundaries.

Councillor Jones thanked Councillor Flunder for arranging for the grit deliveries, which included salt piles.

Councillor Yates said that he was aware of a few omissions on the blue gritting routes and would share this with Councillor Lawson and Councillor Flunder.

Councillor Davies, stating that he had received a phone call from Washington Close and there had been no gritting, and noted no provision for getting help to grit. Councillor Rogers and Councillor Yates carried out some gritting. Councillor Davies queried about support for older people gritting. Councillor Jones queried with whether the Lengthsman could help out with this regard.

Councillor Redfern said that there was no grit at the bin at the bottom of the Conway Road. The Chief Officer confirmed that this was half-filled yesterday.

Councillor Flunder said that he had discussed extensively with Highways and there had been a resourcing issue; they are limited with the amount of tonnage of grit they can get. There is a scheme called Ice Busters which could be promoted for community management of grit, which can be managed locally when resources are stretched. Grit is not meant to be used at footways, and should only be placed at junctions on roads and key areas so that traffic spreads salt; lockdown has affected traffic and inhibited the spread of ice. Some grit bins are only to be filled up once a year.

Councillor Jones said that information can be shared to promote grit for public use on roads.

Councillor Salt said that she was aware that gritting was a County responsibility and is weary of the Town Council taking on the responsibility when not funded for it.

- Staffordshire Police

There was no update received from Staffordshire Police

46. APOLOGIES

Apologies and reasons for absence were approved from:

Councillor Adams
Councillor Harper
Councillor Lawson

47. DECLARATIONS OF INTEREST

- To declare any Disclosable Pecuniary Interests & Dispensations: Councillor Sheldon declared an interest in Biddulph in Bloom
- To declare any Other Disclosable Interests: Councillor Jones declared an interest as the chair of the Biddulph Grange Country Park friends and with involvement with a number of initiatives in Biddulph Moor

48. MINUTES

- The minutes of the Town council meeting held on 10 November 2020 were **approved**. The minutes will be **signed** once social distancing measures have been relaxed.
- The minutes of the Recreation and Amenities Committee held on 10 November 2020 were **received**.
- The minutes of the Planning Committee meeting held on 17 November 2020 were **received**.
- The minutes of the Town and Community Committee held on 17 November 2020 were **received**
- The minutes of the Finance Strategy and Management Committee held on 24 November 2020 were **approved**. The minutes will be **signed** when restrictions on social distancing measures have been relaxed.
- The minutes of the Asset Transfer Working Group meeting held on 4 November 2020 were **approved**. The minutes will be **signed** when social distancing measures have been relaxed.
- The minutes of the Asset Transfer Working Group meeting held on 8 December 2020 were **approved**. The minutes will be **signed** when social distancing measures have been relaxed.

- h) The minutes of the Finance Strategy and Management Committee meeting held on 8 December 2020 were **approved**. The minutes will be **signed** when the social distancing measures are relaxed.
- i) The minutes of the Planning Committee meeting held 10 December 2020 were **received**. It was agreed to amend the working of the minutes for SMD/2020/0661 to 'Councillor Hawley said he had no concerns if there is no contravention of the green belt'

49. MAYOR'S COMMUNICATIONS

Councillor Jones had been approached by presenters at Moorlands Radio station who are looking to set up a community radio station and are considering renting a room at Biddulph Town Hall for this purpose.

Councillor Rushton thanked Councillors who helped distribute the Christmas lights and felt that it was successful; she thanked staff of the Town Council for their input

50. ITEM REQUESTED BY COUNCILLOR SALT- CONSIDERATION OF GRITTING IN BIDDULPH

Councillor Salt asked if there could be a strategy in place for gritting. Councillor Jones suggested that these could be considered at the Recreations and Amenities Committee. The Chief Officer confirmed that a Severe Weather Plan has been drafted and would be presented at the Finance Strategy and Management Committee.

Councillor Yates said that there are some anomalies on the County map that need to be reviewed and Lyneside Close and St Davids are two key considerations. Councillor Jones suggested this could be considered at the Recreation and Amenities Committee.

Councillor Hawley shared concerns about a number of cul-de-sacs where bins weren't filled due to snow and ice, and whether this should be a consideration in gritting routes.

51. UPDATE FROM THE CHIEF OFFICER ON THE JOINT SPCA / STAFFORDSHIRE COUNTY COUNCIL TASK & FINISH GROUP (LETTER ATTACHED)

The Chief officer stated that the County Council are keen to support Town and Parish Councils in projects, and were impressed with work delivering prescriptions carried out by Biddulph Town Council. There will be a future task and finish group which the Chief Officer will update the members on.

52. STANDING AGENDA ITEM- COVID RESPONSE UPDATE

The Chief Officer confirmed that Covid vaccinations will start on Friday with both GP surgeries at Biddulph, and will continue throughout the spring. The set up will be similar to the flu clinics, with patients given set time slots. Patients are reminded they will not be let in before their appointment time due to social distancing measures. Patients are given advice on preparation for the clinic.

The Town Council has delivered a number of prescriptions again though not to the extent that was required during the first lockdown. The Town Council has also connected people with food supplies.

Over 50 families, many of whom were affected by Covid were supported by the toy appeal carried out in partnership with Sainsbury's

Councillor Jackson asked about the likely throughput of each session and the number of sessions of needed at Biddulph Covid Vaccinations clinic. The Chief Officer confirmed that the aim was for 500 to be vaccinated a day, but many of the population will be encouraged to go to the regional centres. Councillor Jones stated that he was of the same understanding.

Councillor Yates reiterated that unlike the flu jab, early arrivals are unlikely to be seen and would have to wait to be called in. Councillor Yates asked if a gazebo could be placed outside should people be waiting, which the Chief Officer confirmed this has been arranged.

Councillor Salt asked if the Town Council was receiving any remuneration for hosting the vaccination clinics, the Chief Officer confirmed that that this is the case.

Councillor Smith stated that there are a number of services that can support people affected by Covid and on low incomes, including the Food Banks, Biddulph Youth and Community Zone and the Green Tree House. People can contact the Town Council for signposting.

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

The Chief Officer confirmed that the Town Hall remains a Covid-secure building. The Council is continuing to look at new tenants at Biddulph Town Hall and has received a number of enquiries. The hall has been redecorated and is more lettable. Work is being carried out to repair leaks and the rooms at the back of the Town Hall will be redecorated once the repair work has been completed.

Councillor Salt asked if the Town Council had applied for the ability to have weddings at Biddulph. The Chief Officer confirmed that the information pack to start the process has been requested

54. TO CONSIDER AND APPROVE THE ATTACHED HEADS OF TERMS FOR THE LEASE OF LAND FROM STAFFORDSHIRE COUNTY COUNCIL ADJACENT TO THE PROPOSED ALDI DEVELOPMENT, TO ENABLE A BUS ROUTE ONTO THE SITE

Councillor Jones had read this document and had no concerns. Councillor Hart thanked the Chief Officer for her work on this and said that the Town Council had gone above and beyond the call of duty.

The Chief Officer confirmed that the Town Council recommended approval of the Aldi planning application in August but did want to ensure that bus access to the site was considered to support Biddulph residents to access the site without the car. Biddulph Town Council will take on the lease for the area at the north of the site, to facilitate

the bus route to the site. The County are asking for a peppercorn rent but there will be some legal fees incurred in this process.

Councillor Jackson asked if the Town Council needs to commence enquiries with local bus services including the Biddulph Town Council commissioned 93 bus, so they can consider any due processes. The Chief Officer confirmed that there had been an initial discussion with D&G to see if the new route was feasible and this will be discussed further when the application processes.

Councillor Hart moved the proposal to approve the Heads of Terms of the lease, Councillor Hawley seconded the proposal.

Councillor Davies abstained due to involvement in the Planning process that wee. All other Councillors voted in favour

Councillor Hall thanked the Chief Officer for her hard work, echoed by Councillor Jones.

55. HEALTH AND SAFETY

- a) The Chief Officer stated that the Health and Safety adviser carried out workplace inspection on 18 November 2020 and had identified no areas of major concerns. Some areas of recommendations were stuck with the District Council, so the Town Council are working to resolve these.
- b) The Chief Officer confirmed that suicide prevention training is booked for 28 April. It is a County Council initiative. Anyone else interested is asked to contact the Chief Officer and also to highlight any other training that may be beneficial.

56. ITEM REQUESTED BY COUNCILLOR HARPER- CONSIDERATION OF THE COMMITTEE STRUCTURE

Councillor Yates asked if Councillor Harper could produce a paper on this to give Councillors sufficient time for consideration. Councillor Jones agreed to recommend.

57. TO RECEIVE AN UPDATE ON THE POCKET PARK AT DORSET DRIVE (PLEASE NOTE THE LICENSE AGREEMENT WAS APPROVED AT THE FINANCE STRATEGY AND MANAGEMENT COMMITTEE MEETING IN DECEMBER)

The Chief Officer confirmed work had commenced on this project. Several areas where there were draining issues had been identified and addressed. The path is being produced within the next few days and a community orchard is due to be planted along with further work in spring.

Councillor Yates said that the drain goes from footpath to stream but should go to wetland area. There are also concerns from local people about drug use in the area and Councillor Yates wants to ensure this is fed in to policing plan. This needs to be considered in the seating plan, out of the way but in in plain sight.

58. TO NOTE THAT NEW IT HARDWARE WILL BE INSTALLED W/C 18 JANUARY AND A NEW EMAIL AND TELEPHONE NUMBER WILL BE IN PLACE W/C 25 JANUARY 2021

The Chief Officer confirmed that the Biddulph domain will change to biddulph-tc.gov.uk but asked for support getting the word out. Auto forwarding and messaging will be in place.

59. ACCOUNTS & FINANCE

a) The following accounts paid in December 2020 were **approved**.

Expenditure above £5000

Salaries

December 2020	12,259.24	Chq
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Expenditure above £500 and below £5000

Pension

December 2020	4941.25	Chq
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HMRC

December 2020	2635.69	DD
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Staffordshire Moorlands District Council

Business Rates, Offices and Premises Nov 2020	3899.00	Chq
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Staffordshire Moorlands District Council

Business Rates, Offices and Premises Dec 2020	3899.00	Chq
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D&G Bus Ltd

Bus Service 93 Nov 20	3168.28	Chq
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D&G Bus Ltd

Bus Service 93 Oct 20	3383.60	Chq
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Moorland Contract Cleaning

Grange Visitor Centre cleaning	1155.17	Chq
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Moorland Contract Cleaning

Wharf Road Toilets cleaning	1288.88	Chq
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Staffordshire Moorlands District Council

Town Hall Bins	1841.32	Chq
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Knypersley Bowling Club

Grant	1000.00	Chq
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Brown Lees and District Community Association

500.00

Grant		Chq
Biddulph Bowling and Recreational Club		
Grant	500.00	Chq
The Green Tree House		
Grant	1000.00	Chq
Knypersley Cricket Club		
Grant	2000.00	Chq
RPS Consulting		
Reissue of Cheque 7070 / Neighbourhood Plan Highway Consultation	3000.00	Chq
RPS Consulting		
Reissue of Cheque 7097 / Neighbourhood Plan Highway Consultation	2948.64	Chq
SESSHA		
Reissued Cheque for 2019 Mayor's Charity Account Grant (As agreed at FSM Committee)	661.74	Chq
<u>Expenditure below £500</u>		
Congleton Chronicle		
Christmas in Biddulph Feature	240.00	Chq
SLCC Enterprises		
Training for staff.	168.00	Chq
Oasis Community Church		
Christmas Collage Activity Resources	56.30	Chq
Country Wide Grounds Maintenance		
Grass cutting	61.40	Chq
Tidysite Skip Services		
Woodhouse Burial Ground Bins	23.10	Chq
Business Products		
Printing and Photocopying	99.90	Chq
Office Furniture Online		
Office Chairs x 2	160.80	Chq
Alan Richardson		
Reimbursement of decorating supplies	70.73	Chq
Ash Waste Services		
Burial Ground Bins	464.10	Chq

High Peak Borough Council Health and Safety Services	292.42	Chq
Protech Electrical Ltd Additional Christmas Tree Lights	300.00	Chq
Protech Electrical Ltd Repair to Community Stone Light, Biddulph Moor	273.60	Chq
Staffordshire Moorlands District Council Search Fees- Station Road	140.30	Chq
Webster Plumbing Plumbing Remedial Works, Visitor Centre	140.00	Chq
Lexis Nexis Local Council Administration, 12 th Edition	119.99	Chq
Moorland Contract Janitorial Janitorial Supplies	23.40	Chq
Hanley Print Services Bus Hub Backdrop	168.00	Chq
Jodie Hancock Reimbursement, Bus Hub Supplies	237.31	Chq
Protech Electrical Ltd Electricals for Bus Hub	462.00	Chq
Staffordshire Moorlands District Council Business Rates, Public Toilets Nov 2020	320.00	Chq
Staffordshire Moorlands District Council Business Rates, Public Toilets Dec 2020	320.00	Chq
Waterplus St Lawrence's Church Burial Ground	59.14	Chq
Staffordshire Parish Councils Association Internal Audit training	25.00	Chq
Waterplus Woodhouse Burial Ground	21.33	Chq
Moorland Contract Janitorial Cleaning supplies	25.68	Chq
Sarah Haydon Reimbursement Janitorial Supplies	12.29	Chq

Fifteen Group		
Phones and Broadband (November)	102.00	DD
Fifteen Group		
Phones and Broadband (December)	102.00	DD
Myers and Co		
HR Advice	150.00	Chq
Staffordshire Parish Councils Association		
Planning Applications training	30.00	Chq
1st Biddulph Moor Rainbows		
Grant	200.00	Chq
Biddulph Local People's Project at the Hub		
Grant	380.00	Chq
John Arnold Galleries		
Picture framing- Council Chamber	125.00	Chq
Brian Carter		
Woodhouse Burial Grounds opening/ closing	40.00	C/Chq
Katelyn Ball		
Closing public conveniences- weekends	80.00	C/Chq
Petty cash		
December	46.64	C/Chq
<u>Credit Card Expenses</u>		
Total (Itemisation Below)	908.01	DD
Royal Mail Online Shop		
Grant	109.00	-
Equip4work		
Desk	182.40	-
Ikea		
Office Storage Furniture	222.50	-
Screwfix		
Electric Current Detector	24.99	-
Wickes		
Paint	104.00	-
Asda		
Christmas Decorations	29.50	-
Amazon		
	12.99	-

Christmas Decorations		
Ikea		
Refund	4.00	-
The Range		
Christmas Decorations	30.94	-
Amazon Market		
Christmas Decorations	7.89	-
GiffGaff		
Mobile Phone charge	8.00	-
Office Furniture Online		
Desk Chairs	160.80	-
Hanley Print Services		
2x A0 maps		60.00

b) The following accounts for payment in **January** 2021 were approved

Expenditure above £5000

Rob Standell		
Pocket Park, First Half of Payment	£9,075.00	chq

Expenditure above £500 and below £5000

SMDC		
Parish Council Election Charge, Installment 2	4216.32	chq

D&G Bus Services		
Bus Service 93 Dec 2020	£3,229.80	chq

Moorland Contract Cleaning		
Grange Contry Park Visitor Centre Cleaning, Dec 2020	£1,155.17	chq

Moorland Contract Cleaning		
Wharf Road Public Toilets Cleaning, Dec 2020	£1,288.88	chq

Mazars LLP		
2019/20 Audit Fees	£1,200.00	chq

Protech		
Lamps	£528.00	chq

Expenditure below £500

Ash Waste Services

Bin Rental and Waste costs £411.42 chq

Myers and Co

HR Advice Membership Dec 20 / Jan 21 £150.00 chq

SMDC

Lease of land Congleton Road £90.00 chq

Moorlands Contract Janitorial

Cleaning Materials £143.10 chq

WaterLogic

Cooler Rental x2 £12.00 chq

Grenke

Quartley Photocopier Rental Fee £439.67 chq

Clifford Green Electrical Ltd

Lighting Fault Remedial Works Town Hall £472.80 chq

Protech Electrical Ltd

Christmas Light Repairs £192.00 chq

Prism

Telephones £237.22 chq

SLCC

Staff Training: £118.80 chq

NALC

Staff Training: £38.93 chq

Moorlands Contract Janitorial

PPE £45.00 chq

Moorlands Contract Janitorial

Cleaning Materials & PPE £185.40 chq

Brian Carter
Burial Ground Opening Jan 2020 £40.00 chq

Tidysite Skip Services Ltd £23.10 chq

Barry Harrison
Reimbursement - Skip for Allotment £170.00 chq

Moorlands Contract Janitorial
Cleaning Materials £143.10 chq

LexisNexis
Arnold Baker Local Council Admin £119.99 chq

Credit Card £110.08 dd

Facebook	Advert costs	£6.90
Amazon	Stationery	£3.99
Amazon	Stationery	£10.23
Amazon	Stationery	£3.99
Amazon	Diaries and Planner	£26.97
Amazon	Noticeboard	£31
Shuttershock	Subscription Cost	£19
Giffgaff	Mobile Phone Contract	£8

SLCC
Staff Training £42.00 chq

SLCC
Staff Training £198.00 chq

SLCC
Staff Training £42.00 chq

SLCC
Staff Training £42.00 chq

SLCC
Staff Training £42.00 chq

SLCC
Staff Training £42.00 chq

Brian Carter

Expenses at Woodhouse Burial Ground	£40.00	chq
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Katelyn Ball

Expenses at Wharf Road toilets (5 weeks)	£100.00	chq
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c) The following **supplementary accounts** received after the agenda was published were approved

d) The following grant payments offered in 2020-21 were confirmed:

Organisation	Amount To Be Given	Allocated
Citizens Advice	£ 25,000.00	Summer 2020
Biddulph in Bloom	£ 25,000.00	Summer 2020
Biddulph Lifeline	£ 2,000.00	Summer 2020
Moorlands Voluntary and Community Transport	£ 2,000.00	Summer 2020
Biddulph U3A	£ 1,000.00	Summer 2020
First Biddulph Moor Scout Group	£ 2,000.00	Summer 2020
Support Staffordshire	£ 500.00	Summer 2020
Biddulph Moor Community Association	£ 250.00	Summer 2020
Friends of Biddulph Valley Way	£ 950.00	Summer 2020
Douglas Macmillan Hospice	£ 882.00	Summer 2020
Aglow	£ 200.00	Summer 2020
Green Fingers	£ 2,000.00	Summer 2020
Total	£ 61,782.00	
Knypersley Bowling Club	£ 1,000.00	Winter 2020
Brown Lees and District Community Association	£ 500.00	Winter 2020
Biddulph Bowling and Recreational Club	£ 500.00	Winter 2020
Biddulph Local People's Project at the Hub	£ 380.00	Winter 2020
The Green Tree House	£ 1,000.00	Winter 2020
1st Biddulph Moor Rainbows	£ 200.00	Winter 2020
Knypersley Cricket Club	£ 2,000.00	Winter 2020
Total	£ 5,580.00	

The meeting closed at 7.52pm.