

Biddulph Town Council



Wednesday 21 July 2021

Dear Councillor

You are summoned to attend a Special meeting of the Town Council at **6.00 pm** on **Tuesday 27 July 2021**, at which the following business will be transacted.

Please note, this will be a face-to-face meeting. Business on the agenda below is essential.

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

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



Biddulph Town Council
Town Hall, High Street, Biddulph, Staffordshire Moorlands ST8 6AR
Tel: 01782 498480
e: office@biddulph-tc.gov.uk www.biddulph.co.uk

21. APOLOGIES

To receive apologies and approve reasons for absence.

22. DECLARATIONS OF INTEREST

- a) To declare any Disclosable Pecuniary Interests & Dispensations
- b) To declare any Other Disclosable Interests

23. MINUTES

- a) To **approve and sign** the Minutes of the meeting of the Town Council held on 13 July 2021
- b) The **receive** the Minutes of the Recreation and Amenities Committee meeting held on 13 July 2021
- c) To **receive** the Minutes of the Planning Committee meeting held on 20 July 2021
- d) To **receive** the Minutes of the Town and Community Committee meeting held on 20 July 2021

24. TO APPROVE THE CO-OPTION OF A COUNCILLOR FOR THE SOUTH WARD Please note, the application has been sent separately.

The process is:

- The candidate will be asked to make a brief, verbal presentation to Council in support of their application; this will not exceed three minutes.
- Members may ask questions, but there will be no discussion about the presentation.
- Following the presentation by the candidate, the Mayor will call for nominations, which should be duly proposed and seconded.
- A vote will be taken.
- New Councillor (if approved) to sign the Declaration of Office.

Further detail is included within the Co-Option Policy.

25. TO APPROVE THE ANNUAL REPORT. THIS DOCUMENT WAS RECEIVED AT THE ANNUAL TOWN MEETING; NO FURTHER COMMENTS HAVE BEEN RECEIVED.

Biddulph Town Council



26. TO APPROVE THAT THE TOWN COUNCIL WILL MOVE FORWARD WITH THE ATTACHED DESIGN FOR THE STATION ROAD MINING MEMORIAL.

27. ACCOUNTS & FINANCE

a) The following accounts to be paid in **August 2021**:

Expenditure between £500 and £5000

C1 Ceilings and Partitions	£2170.00
Suspended Ceiling at Visitor Centre	

Staffordshire Moorlands District Council	£2027.00
Town Hall Business Rates August 2021	

Expenditure below £500

ADT	£481.20
System Reset Intruder Alarm	

Prism	£189.77
Telephones June 2021	

Market Stall Contractors	£180.00
September Artisan Market Set up and Dismantling	

Myers and Co	£150.00
HR Retainer July 2021	

K Wood	£114.00
Window Clean June 2021	

Fifteen Group	£102.00
Wifi August 2021	



Katelyn Ball Volunteer Expenses August 2021	£90.00
Brian Carter Volunteer Expenses August 2021	£80.00
Information Commisioners Office Annual Fee	£40.00
Tidysite Skip Services Town Hall Bin Empty 12/07/2021	£20.70

To **approve** the payment of the following anticipated expenditure for August 2021 based upon the following estimates provided below. The actual amounts paid will be confirmed and approved at the Town Council Meeting of September 2021

Expenditure above £5000

Salaries August 2021	£12500.00
Staffordshire Pension Fund Staff Pensions August 2021	£5000.00

Expenditure between £500 and £5000

HMRC Staff PAYE August 2021	£3500.00
D&G Bus Ltd 93 Bus July 2021	£3500.00
Moorland Contract Cleaning Bus Hub Cleaning, July 2021	£1350.00
Moorland Contract Cleaning Visitor Centre Cleaning, July 2021	£1200.00

Biddulph Town Council



Prism	£550.00
IT license and support August 2021	
Expenditure below £500	
Ash Waste Services	£400.00
Town Burial Ground Bins August 2021	
ADT	£400.00
Reset of Visitor Centre Intruder Alarm	
Tidysite	£200.00
Town Hall Bin Empties July/ August 2021	
Business Products	£150.00
Photocopier Usage July 2021	
K Wood	£114.00
Window Clean, July 2021	
Tidysite	£50.00
Woodhouse Burial Ground Bin Empties July / August	
Applied Logo Services	£25.00
Fleece	
E.On Next	£10.00
Xmas Lights Electricity Meter	
Waterlogic	£6.00
Water Cooler Rental Aug 2021	
Petty Cash	£60.00

An itemised breakdown of exact petty cash expenditure incurred will be provided at Town Council in September 2021



Natwest Business Card

£1000.00

An itemised breakdown of credit card expenditure incurred will be provided at Town Council in September 2021