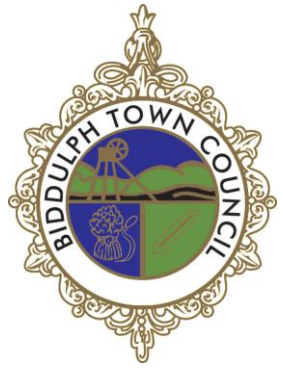


# Biddulph Town Council



**MEETING:** Finance Strategy and Management Committee  
**DATE:** Tuesday 23 November 2021  
**TIME:** 5.30pm  
**LOCATION:** Council Chamber, Town Hall.

## AGENDA

### 69. APOLOGIES

### 70. DECLARATIONS OF INTEREST

- i) Disclosable Pecuniary Interests
- ii) Other Interests

### 71. MINUTES

- a) To **confirm** the Minutes of the Finance Strategy and Management Committee meeting held on 28 September 2021 (approved at the Town Council meeting on 12 October 2021)
- b) To **receive** the Notes of the Emergency Planning Working Group meeting held on 23 September 2021
- c) To **receive** the Notes of the IT Working Group meeting held on 11 November 2021

### 72. RECONCILIATIONS FOR SEPTEMBER AND OCTOBER 2021

To **receive** the following documents (attached):

- Current Account/ Reserve Account
- Petty Cash
- Credit Card
- CCLA



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

Tel: 01782 498480  
e: [office@biddulph-tc.gov.uk](mailto:office@biddulph-tc.gov.uk) [www.biddulph.co.uk](http://www.biddulph.co.uk)

# Biddulph Town Council



## GENERAL ISSUES

73. To **receive** a letter in relation to the Biddulph signs (attached) and to **agree** a response.
74. To **receive** a letter from Biddulph Rotary (attached) and to **agree** a response.
75. To **receive** the recent monitoring information for reception services at Biddulph Town Hall (three months data attached)
76. To **receive** the reviewed 2021-22 action plan (attached).
77. Standing agenda items:
- a) To **consider** disposal of any assets, in line with the Asset Management Policy and Financial Regulations
  - b) To **confirm** approved suppliers as part of the Procurement 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

### 78. TENDERS AND QUOTATIONS

- a) To **approve** the purchase of 50 new plastic chairs for the Town Hall. These will replace chairs that are broken or at the end of their lives (quotation to be tabled.) Please note, sample chairs have been received and a process of selection has been undertaken.
- b) To **approve** the repair of the Town Hall water boiler by the current gas contractor (quotation to be tabled).
- c) To **approve** the purchase of lone working devices (quotation to be tabled). Please note, this follows a review of the lone working risk assessment.
- d) To **approve** the purchase of two new mobile phones for caretakers (quotation to be tabled).



**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

# Biddulph Town Council



- e) To **approve** a quotation for the repair of emergency lights in Biddulph Town Hall (quotation to be tabled).
- f) To **approve** a payment for a Performing Rights Society (PRS) license for Town Council managed buildings (quotation to be tabled).
- g) To **approve** a quotation for the three-phase installation of the cooker in the Town Hall (quotation to be tabled).
- h) To **approve** a quotation for a trial detached youth work scheme (quotation to be tabled).
- i) To **approve** that the Town Council will continue to use the garage storage at Biddulph Park.
- j) To **approve** the purchase of two fridges for tenants within the Town Hall.
- k) To **approve** a quotation for the tree survey recommendations at the Town and Woodhouse Burial Grounds.

79. To **receive** an update on Town Hall and Visitor Centre leases, and to **agree** next steps.

## 80. VISITOR CENTRE

- a) To **receive** a breakdown of expenditure to-date
- b) To **consider** a rental payment for tenants beyond April 2022
- c) To **approve** a list of improvements for the workshop
- d) To **approve** a quotation for the Visitor Centre drainage outside the front door (quotations to be tabled).
- e) To **approve** a quotation for a recycling bin at the Visitor Centre (quotation to be tabled). Please note, the current bin is mixed waste only.

81. To **note** that the Chief Officer has completed a review meeting with Moorland Contract Cleaning, who are currently responsible for the Visitor Centre and Wharf Road toilet cleaning. Other services are available, should the Town Council need them.

82. To **consider and approve** the purchase of a community building (Rightmove information attached).



**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

# Biddulph Town Council



- 83.** To **approve** a process for proceeding with discussions that the Town Council becomes a Trustee of Biddulph in Bloom.
- 84.** To **approve** a change of use for the Friends of BRIC grant allocation (letter attached).
- 85. STAFFING**
- a) To **consider** staffing in 2022-23; the Chief Officer to provide a verbal update.
  - b) To **approve** opening hours over the Christmas period.

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



**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