

# Biddulph Town Council



**MEETING:** Finance Strategy and Management Committee  
**DATE:** Tuesday 27 May 2025  
**TIME:** 5.30pm  
**LOCATION:** Council Chamber, Town Hall.

## AGENDA

### 1. ELECTION OF A CHAIR AND DEPUTY CHAIR

### 2. APOLOGIES

### 3. DECLARATIONS OF INTEREST

- i. Disclosable Pecuniary Interests
- ii. Other Interests

### 4. MINUTES

To **confirm** the Minutes of the Finance Strategy and Management Committee meeting held on 22 April 2025 (approved at the Annual Meeting of the Town Council meeting on 13 May 2025)

### 5. ACCOUNTS MATTERS

- a) To **approve** the bank reconciliation for March 2025- all accounts (attached).
- b) To **receive** the draft income and expenditure account for 2024-25 (attached).

### 6. AUDIT

- a) To **confirm** that the final internal control meeting for 2024-25 is scheduled for 5 June 2025.
- b) To **confirm** the outcome of the internal audit completed on 16 May 2025 (report attached).



QUALITY GOLD



**Biddulph Town Council**  
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- c) To **receive** the Annual Governance and Accountability Return (AGAR)- Annual Governance Statement containing draft figures for 2024-25 (attached)

## 7. LET'S CELEBRATE TOWNS

To **confirm** that the Town Council will submit an application for the Let's Celebrate Towns Award in the 'High Street Transformation' category:

<https://www.visaeupromotions.com/lets-celebrate-towns/>

## 8. TO CONFIRM THAT THE TOWN COUNCIL SHOULD WORK TOWARDS SIGNING THE MODERN SLAVERY CHARTER

<https://party.coop/local/councillors/modern-slavery-charter/>

## 9. TO CONFIRM THAT THE TOWN COUNCIL WILL SIGN THE TERMS OF REFERENCE AND RELEVANT PARTNERSHIP AGREEMENTS FOR THE TRANSFORMING THE TRENT HEADWATERS PROJECT (ATTACHED)

## 10. TO AGREE THE TOWN COUNCIL ACTION PLAN FOR 2025-26, BASED ON THE FIVE YEAR STRATEGY (2024-2029) (ATTACHED)

## 11. TO APPROVE THE RESERVES POLICY 2025 (ATTACHED)

## 12. 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



LOCAL COUNCIL  
AWARD SCHEME  
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*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

- 13. TO RECEIVE A VERBAL UPDATE ON THE TOWN HALL FRONTAGE DEVELOPMENT- CONTRACT UPDATE MEETING WAS HELD ON 20 MAY 2025**
- 14. TO APPROVE NEXT STEPS AND ANTICIPATED COSTS IN RELATION TO THE NEW GARDEN OF REMEMBRANCE DEVELOPMENT**
- 15. QUOTATIONS**
  - a) To **approve** a replacement window for the Town Hall annexe
  - b) To **approve** Town Hall signage costs and content
  - c) To **approve** the painting/ repair of Town Council benches, railings, etc.
  - d) To **approve** additional and replacement CCTV cameras at the Town Hall
  - e) To **approve** service of Blending Valves
  - f) To **confirm** Stage Lighting Remedial Work
  - g) To **confirm** Air Conditioning 6 Monthly Service
  - h) To **confirm** Fire Extinguishers Annual Servicing
- 16. TO RECEIVE THE OUTCOME AND RECOMMENDATIONS FOLLOWING THE CHIEF OFFICERS APPRAISAL**

SM Haydon  
Chief Officer/ Responsible Financial Officer

copy to the Mayor, the Deputy Mayor, Councillors Brady, Eardley, Harper, Hart, Hawley, Hopkins, Jackson, Jones, Rogers, Salt, Wood, Yates



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