

# Biddulph Town Council



**MEETING:** Finance Strategy and Management Committee  
**DATE:** Tuesday 24 June 2025  
**TIME:** 5.30pm  
**LOCATION:** Council Chamber, Town Hall.

## AGENDA

### 17. APOLOGIES AND APPROVAL OF SUBSTITUTE MEMBERS

### 18. DECLARATIONS OF INTEREST

- i. Disclosable Pecuniary Interests
- ii. Other Interests

### 19. MINUTES

To **confirm** the Minutes of the Finance Strategy and Management Committee meeting held on 27 May 2025 (approved at the Town Council meeting on 10 June 2025)

<https://biddulph.co.uk/wp-content/uploads/2025/06/Minutes-Finance-27-May-2025-DRAFT-No-Confidential.pdf>

### 20. ACCOUNTS MATTERS

- a) To **approve** the bank reconciliation for April 2025- all accounts (attached).

<https://biddulph.co.uk/wp-content/uploads/2025/06/ALL-BANKS-RECONCILIATION-APRIL-2025.pdf>

- b) To **receive** the summary of receipts and payments to-date (attached).

<https://biddulph.co.uk/wp-content/uploads/2025/06/Summary-of-Receipts-and-Payments-June-2025.pdf>



LOCAL COUNCIL  
AWARD SCHEME  
QUALITY GOLD



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## 21. AUDIT

- a) To **confirm** the outcome of the internal control meeting completed on 5 June 2025 (reports attached).  
<https://biddulph.co.uk/wp-content/uploads/2025/06/BTC-Internal-Check-Report-050625.pdf>  
<https://biddulph.co.uk/wp-content/uploads/2025/06/Annual-Monitoring-Review-050625.pdf>
- b) To **confirm** that the external audit report and associated documentation has been submitted to MAZARS

## 22. TO CONFIRM AN APPROACH TO THE ALLOCATION OF COUNCILLOR YATES' MAYORAL FUND

## 23. POLICY REVIEW

- a) To **approve** the reviewed Community Engagement Statement  
<https://biddulph.co.uk/wp-content/uploads/2025/06/Community-Engagement-Statement-June-2025-1.pdf>
- b) To **approve** the reviewed Social Media, Press and Public Communication Policy  
<https://biddulph.co.uk/wp-content/uploads/2025/06/Social-Media-Press-and-Public-Communication-Policy-June-2025-1.pdf>
- c) To **note** that the following policies will be considered in September, in line with the emerging Modern Slavery Policy: Equal Opportunities Policy, Procurement and Approved Suppliers Policy and Child and Vulnerable Adult Protection Policy

## 24. COUNCILLOR TRAINING

- a) To **confirm** an approach to recording Councillor training
- b) To **consider** completing a Councillor skills audit, to support training needs



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## 25. 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

**26. TO RECEIVE A VERBAL UPDATE ON THE TOWN HALL FRONTAGE DEVELOPMENT AND TO APPROVE POTENTIAL KNOWN EXPENDITURE (CONTRACT UPDATE MEETING WAS HELD ON 24 JUNE 2025)**

**27. TO CONFIRM NEXT STEPS REGARDING THE NEW GARDEN OF REMEMBRANCE AT WOODHOUSE BURIAL GROUND**

**28. TO RECEIVE A LETTER RECEIVED FROM THE ARCHITECTS REGISTRATION BOARD (ATTACHED)**

**29. TO RECEIVE THE COMPLETED SEARCHES FOR THE VISITOR CENTRE AT THE BIDDULPH GRANGE COUNTRY PARK AND TO APPROVE NEXT STEPS (ATTACHED)**

**30. TO APPROVE REQUESTS FOR FUNDING FOR BIDDULPH WORKS TOGETHER PROJECTS (TO BE TABLED)**

## 31. QUOTATIONS

- a) To **approve** a quotation for the resurfacing of paths at the Burial Grounds
- b) To **approve** a quotation for the repair of fences at the Butterfly Garden
- c) To **approve** Option 1 for the replacement of a lantern at Orme Road (EON communication attached)



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- d) To **approve** a quotation for the emergency lighting annual inspection
- e) To **approve** a quotation for the 6-monthly RCD Flick Test
- f) To **approve** a quotation for the Air Conditioning Remedial Work following the 6-monthly inspection
- g) To **approve** a quotation for the legionella remedial actions
- h) To **approve** a quotation for the blending valves remedial work
- i) To **approve** a quotation for the fire extinguisher remedial work following the annual inspection
- j) To **approve** a quotation for the annual management of the website
- k) To **approve** a quotation for the installation of Windows 11 on five managed machines
- l) To **approve** a quotation for new blinds in the Council Chamber
- m) To **approve** a quotation for Welcome signage outside the Town Hall

## 32. GRANTS

- a) To **receive** feedback on the scoring process for grants and recommendations for potential changes to the Grants Policy
- b) To **consider** and **approve** attached grant applications for 2025-26 (applications and summary spreadsheet attached).

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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