

Biddulph Town Council



Wednesday 2 July 2025

Dear Councillor

You are summoned to attend a meeting of the Town Council at **6.00 pm** on **Tuesday 8 July 2025**, at which the following business will be transacted.

This meeting will take place in the Council Chamber in the Town Hall.

Any Councillor unable to attend should forward their apologies either to the Chief Officer or the Mayor.

Yours sincerely

SM Haydon
CHIEF OFFICER

A G E N D A

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

16. PUBLIC PARTICIPATION

Staffordshire Police (**five minutes**)

17. APOLOGIES

To receive apologies and approve reasons for absence.



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

18. DECLARATIONS OF INTEREST

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

19. MINUTES

- a) To **approve and sign** the Minutes of the meeting of the Town Council on Tuesday 10 June 2025
<https://biddulph.co.uk/wp-content/uploads/2025/07/Minutes-Town-Council-10-June-2025-DRAFT-inc-confid.pdf>
- b) To **receive** the Minutes of the Recreation and Amenities Committee meeting on Tuesday 10 June 2025
<https://biddulph.co.uk/wp-content/uploads/2025/07/Minutes-Recreation-and-Amenities-10-June-2025-Draft-No-confid.pdf>
- c) To **receive** the Minutes of the Planning Committee meeting held on Tuesday 17 June 2025
<https://biddulph.co.uk/wp-content/uploads/2025/07/Minutes-Planning-17-JUNE-2025-DRAFT.pdf>
- d) To **receive** the Minutes of the Town and Community Committee meeting held on Tuesday 17 June 2025
<https://biddulph.co.uk/wp-content/uploads/2025/07/Minutes-Town-and-Community-17-June-Draft-inc-confid-1.pdf>
- e) To **approve and sign** the Minutes of the Finance Strategy and Management Committee meeting held on Tuesday 24 June 2025
<https://biddulph.co.uk/wp-content/uploads/2025/07/Minutes-Finance-24-June-2025-DRAFT-No-Confidential.pdf>

20. MAYORS COMMUNICATIONS

21. STANDING AGENDA ITEMS:

Councillors to note that these are existing standing agenda items and can be amended by resolution, if required.

- a) To **receive** an update on the management of Town Council Assets
- b) To **receive** an update on health and safety activities (inc. risk management)
- c) To **receive** an update on 'Biddulph Works Together' project.



22. **TO RECEIVE AN UPDATE ON OUTSIDE BODY MEETINGS ATTENDED SINCE THE JUNE 2025 MEETING** (Updates only from the following meetings: Biddulph in Bloom, Moorlands Assembly, Staffordshire Parish Councils Association, Moorlands Partnership Board, Twinning Association and Fairtrade)
23. **TO CONFIRM THAT THE PART-TIME CUSTOMER SUPPORT ASSISTANT POSITION WILL BE ADVERTISED INTERNALLY, WITH THE CHIEF OFFICER AND CHAIR OF THE FINANCE STRATEGY AND MANAGEMENT COMMITTEE ON THE INTERVIEW PANEL**
24. **TO APPROVE THAT THE TOWN COUNCIL WILL PROVIDE OPPORTUNITIES (WITH FOOD) FOR OLDER YOUNG PEOPLE IN THE LAST WEEK OF AUGUST AS PART OF THE BIDDULPH WORKS TOGETHER PROGRAMME (VOLUNTEERS WILL BE DBS CHECKED)**
25. **TO RECEIVE AN UPDATE ON THE TOWN HALL FRONTAGE DEVELOPMENT**
26. **TO CONFIRM ADDITIONAL CCTV FOR BIDDULPH TOWN HALL**
27. **TO RECEIVE FEEDBACK FROM YOUNG PEOPLE FROM THE SCHOOL LEARNERS FORUM (30 JUNE 2025) IN RELATION TO WHAT THE TOWN COUNCIL SHOULD DO ON THE NEW TOWN HALL FRONTAGE, AND SUGGESTIONS TO ENCOURAGE PEOPLE TO CYCLE MORE**
28. **TO CONFIRM THAT THE TOWN COUNCIL HAS ALLOCATED £57,000 TO VOLUNTARY AND COMMUNITY SECTOR AS PART OF THE GRANTS PROCESS**
29. **TO CONFIRM THAT THE TOWN COUNCIL WILL APPLY TO LEAD ON A YOUTH RESEARCH PROJECT IN CONJUNCTION WITH STAFFORDSHIRE UNIVERSITY (INFORMATION ATTACHED)**

<https://biddulph.co.uk/wp-content/uploads/2025/07/Know-Your-Place-July-2025.pdf>



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

30. ACCOUNTS & FINANCE

- a) To **approve** any quotations received before the summer meetings break.
- b) To **approve** accounts to be paid in July 2025:

Expenditure over £500			
SMDC	Business Rates – TH	July	2428.00
Sandyford Property Services	Rent and Service Charges – Brown Lees Storage Unit	July	648.00
Prism	Software & Licensing	July	1044.14
Ctd Architects	Professional Fees	Town hall Frontage	1052.40
Halfen Ltd	Town Hall Frontage		57726.18
Tonis Treats	Mayors Civic Ceremony	Refreshments	850.00
1st Biddulph Moor Scout Group	Town Council Grant 2025-26		1600.00
Biddulph Festival Committee	Town Council Grant 2025-26		2000.00
Biddulph In Bloom	Town Council Grant 2025-26		20000.00
Biddulph Youth & Community Zone	Town Council Grant 2025-26		2000.00
Citizens Advice Staffordshire North and SOT	Town Council Grant 2025-26		20000.00
Douglas Macmillan Hospice	Town Council Grant 2025-26		800.00
Moorlands Voluntary and Community Transport	Town Council Grant 2025-26		1600.00
The Green Tree House	Town Council Grant 2025-26		8000.00
<i>Unity Trust Transfer</i>	<i>CCLA Transfer of funds</i>		<i>150,000.00</i>

Expenditure less than £500			
Standard Life	Pension Voluntary Contribution	July	250.00
Prism	Windows Upgrade	Office Staff	450.00
Beartown Soul Promotions	Biddulph's Got Soul – June 2025	INV 00029	325.00

Biddulph Town Council



Complete Weed Control	Japanese Knotweed Treatment Year 2	Butterfly Garden	480.00
B Webster Plumbing & Heating	Emergency Call Out -leak – INV 46	WBG	180.00
B Webster Plumbing & Heating	Repair leak Kitchen Tap & Unblock urinals – INV 45	Town Hall	180.00
Stage Management Services	Remedial Works following Annual Test	Town Hall Stage Lighting	397.00
Waterplus	TBG – water Supply	12 May – 12 June	21.52
SLCC	Staff Training	Customer Service	42.00
EDF Energy	GAS – Town Hall	June	156.94
SMDC	Business Rates – Storage Unit	July	189.00
Unity Trust	Bank Charges	April	20.55
Myers & Co	HR Assist	12 th June – 11 th July	150.00
Reliance High Tech	Lone Working Devices	June	37.80
Prism	Phone Charges	May	286.96
Tidysite Skip Services	Bin Emptying w/c 09/06/25	INV 155345	108.35
GrenkeLeasing	Quarterly Fee	July - Sep 2025	165.60
Lifestyle Windows	Replacement unit Town Hall		145.00
Euro Digital Systems	Printing – June	Inv 147518	165.60
Waterplus	Visitor Centre – Water Supply	June	50.39
Wain Marsh Tree Services	Emergency Call Out – Tree Work	TBG	180.00
Sarah Haydon	Reimbursement – Plants & Travel expenses (SLCC meeting)		43.88
Moorland Contract Janitorial	Cleaning Supplies	Town Hall	175.78
Unity Trust	Bank Charges	May	21.45
Tidysite Skip Services	Bin Emptying w/c 16/06/25	INV 155640	170.24
Elizabeth Davies	Staff Parking – Reimbursement	May/June	28.50
Tidysite Skip Services	Bin Emptying w/c 23/06/25	INV 155898	108.35
Tidysite Skip Services	Bin Emptying w/c 30/06/25	INV 156159	232.14
SMDC	Licensing Renewal	Town Hall	70.00
SMDC	Lease of Land	Congleton	90.00

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



Unity Trust	Service Charges	5 Mar – 3 June	29.30
Tonis Treats	Dementia Approach Refreshments	Inv 23	30.00
Waterplus	Storage Unit – Water Supply	June	19.12
Susan Booth	Prayer Breakfast – Oatcakes & Foil Trays	Reimbursement	12.92
Tonis Treats	Feast & Flicks 11/6/25	Refreshments	75.00
Tonis Treats	Meeting Refreshments 24/6	Refreshments	15.00
Electrical Installation Supplies	Lightbulbs in Police Corridor	Town Hall	72.46
Fifteen Group	Wifi & Mobile Phones	June – Inv 126623	94.80
Waterplus	Moorland Rd Allotments – Water Supply	June	7.99
Dell	Laptop Repair		348.17
Lee D’Courcy	Room Hire Refund	Town Hall	30.00
1st Biddulph Rainbows	Town Council Grant 2025-26		50.00
Biddulph Community Wellbeing Group	Town Council Grant 2025-26		300.00
Biddulph and District Probus Club	Town Council Grant 2025-26		250.00
Biddulph District Guides	Town Council Grant 2025-26		150.00
Biddulph Ladies Afternoon Club	Town Council Grant 2025-26		300.00
Biddulph Trefoil Guild	Town Council Grant 2025-26		50.00

Credit Card			
Giff Gaff	Mobile Phones	July	8.00
Giff Gaff	Mobile Phones	July	8.00
Giff Gaff	Mobile Phones	July	8.00
B&M	Dishwasher Tablets & Batteries	Town Hall	23.58
Sainsburys	Mayors Civic Service	Refreshments	54.51
B&M	Town Hall Cutlery		14.75
Sainsburys	Feast & Flicks 11/6/25	Refreshments	29.74
Sainsburys	BWT / Meeting / Prayer Breakfast Refreshments		195.75
Land Registry	Searches	1000007844932	14.00
Land Registry	Searches	1000007845027	7.00

Biddulph Town Council



Information Commissioners Office	GDPR fee renewal		52.00
Facebook	Social Media Advertising		5.97
Sainsburys	School Learners Meeting Refreshments	& Office Supplies	19.05
Land Registry	Searches	1000007885525	14.00

c) To **approve** supplementary accounts (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