

**MINUTES OF THE TOWN COUNCIL MEETING
BIDDULPH TOWN COUNCIL
TUESDAY 14 APRIL 2026, 6PM
HELD AT BIDDULPH TOWN HALL, HIGH STREET, BIDDULPH ST8 6AR**

PRESENT:

- **The Mayor:**
Councillor A C Lawton
- **Deputy Mayor:**
Councillor C Smith
- Councillor N Eardley
- Councillor S Fletcher
- Councillor J I M Garvey
- Councillor M A Hopkins
- Councillor D Hawley
- Councillor A H Hart
- Councillor J Jones
- Councillor C Kisicki
- Councillor D Proudlove
- Councillor J Redfern
- Councillor W Rogers
- Councillor J Salt
- Councillor N R Yates

IN ATTENDANCE:

- Mrs Sarah M Haydon – Chief Officer (Minute Taker)
- Ms Jodie Hancock – Events and Partnership Officer
- Mrs Margaret Warman - Compliance and Governance Officer
- Mrs Angela Williams – Administration Officer
- John Robinson – Biddulph Town Crier
- Pastor Mark Holdcroft – Life Stream Church

The Town Crier introduced the Mayor, the Deputy Mayor and the Chief Officer.

Pastor Mark Holdcroft led the Town Council in Prayer.

The Mayor, Councillor Lawton, noted that the meeting will not be recorded as there are still some outstanding technical issues.

The Mayor confirmed attendees will be named in the minutes, unless otherwise instructed.

108. PUBLIC PARTICIPATION

Staffordshire Police (**five minutes**)

There were no Police in attendance.

109. TO RECEIVE AN UPDATE FROM COUNTY COUNCIL REPRESENTATIVES

The Chief Officer reported that apologies have been received from the County Council representatives and recited the email received from Councillor Broom, stating that an apology is required from Councillor Garvey before they will attend a meeting.

Councillor Smith noted that the allegation had already been reported to Standards at Staffordshire Moorlands District Council, therefore no further response was required from the Town Council.

Councillor Salt proposed that the Chief Officer request a meeting with the County Councillors to discuss the towns priorities; seconded by Councillor Garvey. There was a vote; 2 voted against. It was **agreed**.

If Councillors had specific issues where they felt there was inactivity, these matters should be reported individually to the County Council Monitoring Officer as a potential failure of duty.

110. APOLOGIES

To receive apologies and approve reasons for absence.

- Councillor C Brady
- Councillor Rev. Y Case
- Councillor A K Harper
- Councillor K J Jackson
- Councillor N Lawton
- Councillor A C W Parkes (Absent)
- Councillor C Wood

The Chief Officer advised Councillors that she had seen Mrs Harper, who advised that Councillor Harper was feeling much better, and hoped to return to Council in May. It was agreed to give Councillor Harper a two-month dispensation, proposed by Councillor Jones; seconded by Councillor Hawley. All **agreed**.

111. DECLARATIONS OF INTEREST

- a)** To declare any Disclosable Pecuniary Interests & Dispensations

Councillor Rogers and Councillor Salt declared an interest in item 117.

- b)** To declare any Other Disclosable Interests

Councillor Garvey declared an interest in item 117.

112. MINUTES

- a) To **approve and sign** the Minutes of the meeting of the Town Council on Tuesday 10 March 2026

<https://biddulph.co.uk/wp-content/uploads/2026/04/Minutes-Town-Council-10-MARCH-2026-DRAFT-inc-confid.pdf>

Proposed by Councillor Garvey; seconded by Councillor Hart. All **agreed**.

- b) To **receive** the Minutes of the Recreation and Amenities Committee meeting on Tuesday 10 March 2026

<https://biddulph.co.uk/wp-content/uploads/2026/04/Minutes-Recreation-and-Amenities-10-March-2026-Draft-No-confid.pdf>

Proposed by Councillor Hart; seconded by Councillor Jones. All **agreed**.

- c) To **receive** the Minutes of the Planning Committee meeting held on Tuesday 17 March 2026

<https://biddulph.co.uk/wp-content/uploads/2026/04/Minutes-Planning-17-March-2026-DRAFT.pdf>

Proposed by Councillor Garvey; seconded by Councillor Jones. All **agreed**.

- d) To **receive** the Minutes of the Town and Community Committee meeting held on Tuesday 17 March 2026

<https://biddulph.co.uk/wp-content/uploads/2026/04/Minutes-Town-and-Community-17-March-2026-Draft-No-confid.pdf>

Proposed by Councillor Garvey; seconded by Councillor Redfern. All **agreed**.

- e) To **approve and sign** the Minutes of the Finance Strategy and Management Committee held on Tuesday 24 March 2026

<https://biddulph.co.uk/wp-content/uploads/2026/04/Minutes-Finance-24-March-2026-Draft-No-Confidential.pdf>

Proposed by Councillor Rogers; seconded by Councillor Jones. All **agreed**.

113. MAYORS COMMUNICATIONS

The Mayor reported that this would be his final Mayor's Communications before the end of his term of office.

The Mayor highlighted a number of upcoming engagements, including attendance at a railway event in Chesterton to mark the Newcastle Borough Mayor's year in office, the Stone Town Mayor's Civic Dinner, and the Northern Soul event at the Town Hall scheduled for the following Saturday.

114. 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

The Chief Officer reported that the list was submitted to the District Council in relation to the future management of assets, as part of the Community Asset Transfer policy.

b) To receive an update on health and safety activities (inc. risk management)

The Chief Officer reported that a fire risk assessment is upcoming.

c) To receive an update on 'Biddulph Works Together' project.

The Chief Officer reported that Councillor Jackson stepped down as chair and Councillor Yates has taken on the role, with support from David Pickles as vice chair. The next few meetings have been scheduled.

Councillor Salt requested an agenda item be added to Biddulph Works Together, regarding a possible launderette scheme.

115. TO RECEIVE AN UPDATE ON OUTSIDE BODY MEETINGS ATTENDED SINCE THE MARCH 2026 MEETING (Updates only from the following meetings: Biddulph in Bloom, Moorlands Assembly, Staffordshire Parish Councils Association, Moorlands Partnership Board, Twinning Association and Fairtrade)

Councillor Rogers reported that at the Staffordshire Parish Councils Association (SPCA) meeting, officers were re-elected. Discussions also took place regarding Local Government Reorganisation (LGR) and the use of a potential new venue for meetings.

Councillor Hart reported that he attended the Moorlands Partnership Board meeting and noted that he found it to be a positive experience, having met a number of new members.

Councillor Smith requested that the Twinning Association be invited to attend a future Council meeting. It was agreed to invite them to the June meeting.

Councillor Garvey reported that the Fairtrade group has not met since the last update; however, the school award is due to be presented next week.

116. LOCAL COUNCIL AWARD SCHEME

The Chief Officer explained that the application required the below areas to be agreed by Town Council resolution.

The Council confirms by resolution in the meeting held on the 14 April 2026 that:

- a) All the required documents, information and conditions are in place for the **Bronze** award, and that these are published on the council's website, where applicable.
- b) All the required documents, information and conditions are in place for the **Silver** award, and that these are published on the council's website, where applicable.
- c) All the required documents, information and conditions are in place for the **Gold** award, and that these are published on the council's website, where applicable.
- d) This Council **approves the submission of the application and five statements** for the Local Council Award Scheme

It was proposed to confirm these items by Councillor Jones; seconded by Councillor Hart. All agreed.

Councillor Garvey expressed his thanks to the staff who have produced work. All agreed.

117. ACCOUNTS & FINANCE

- a) To **approve** accounts to be paid in April 2026:

Expenditure over £500			
SMDC	Business Rates – TH	April	2372.00
Prism	Software Licensing – April	Inv 237484	1054.48
Octopus Energy	Electricity – Town Hall	March	1290.10
Octopus Energy	Visitor Centre – Electricity	March	571.62
Moorland Contract Cleaning	Cleaning – Bus hub	March	1802.75
Moorland Contract Cleaning	Cleaning – Visitor Centre	March	1134.01
Sandyford Properties Investments Ltd	Brown lees Storage Unit – Rent	April	624.00
RGS Groundworks	Memorial Repairs	Inv 5	7200.00
Staffordshire Wildlife Trust	Fishing Tickets Payout	2025-26	812.00
The Green Tree House	March to Aug Warm Space	BWT	523.80

Clearway	Replacement CCTV Cameras	INV 91499	1419.60
Garden Plus	Burial Ground Maintenance – March	Inv 1238	2085.50
SPCA	Membership Fees 2026/27		2082.66
JDH Business Services Ltd	Interim Internal Audit	INV 5433	540.00
Zurich Municipal	Insurance renewal	INV 554239729	4981.91
Npower Business Solutions	Christmas Illuminations	Apr 25 to Mar 26	554.30
Npower Business Solutions	Red Phone Box Lighting	Apr 25 to Mar 26	580.76
Prism	Cyber Essentials 2026 update		554.40

Expenditure less than £500			
Tidysite Skip Services	Bin Emptying – w/c 16.03.26	Inv 165793	108.35
Door Maintenance Specialists	Roller Shutter Service	Bus Hub	168.00
Tidysite Skip Services	Bin Emptying - w/c 23.03.26	Inv 166034	232.14
B Webster Plumbing & Heating	Plumbing Repairs	Town Hall Offices, Bus Hub & Burial Grounds	385.00
Tidysite Skip Services	Bin Emptying - w/c 31.03.26	Inv 166359	108.3
Grenkeleasing	Quarterly Fee 01/04/26 – 30/06/26	INV 168336/2026	165.60
Waterplus	Water Supply – TBG	12 Feb to 12 March	82.75
SMDC	Business Rates – Burial Grounds	2025-26	344.76
SMDC	Business Rates – Storage Unit	April	209.16
Tonis Treats	Feast & Flicks Refreshments 11.03.26 – BWT	Inv 22	75.00
Moorland Contract Janitorial Ltd	Cleaning Supplies	INV 4824	118.20
Unity Trust plc	Bank Charges	5 Dec 2025 to 4 March 2026	32.20
Sandyford Property Investments Ltd	Brown Lees Storage Unit – Service Charges	April	24.00
SMDC	Lease of Land Congleton Rd		90.00
Ironage Designs	Repair War Memorial Railings		498.60
Fifteen Group Ltd	Wifi & Office Phones -March	INV 130557	94.80
Biddulph Up In Arms (Biddulph Folk Club)	Mayors Civic Awards – Prize		25.00
Biddulph Yarnbarms	Mayors Civic Awards – Prize		25.00
Becci's Kitchen	Mayors Civic Awards – Prize		25.00

Biddulph Male Voice Choir	Mayors Civic Awards – Prize		25.00
Biddulph Moor CORE	Mayors Civic Awards – Prize		25.00
Nicola Everill (Jordan Burndred CRY)	Mayors Civic Awards – Prize		25.00
Biddulph Running Club	Mayors Civic Awards – Prize		25.00
Staffordshire Moorlands Family Hub	Mayors Civic Awards – Prize		25.00
Prism	Phone Charges – February	INV 10741	294.83
Reliance High Tech	Lone Working Devices – March 2026	INV 26120935	37.80
Hanley Print Services	Clubs/Societies Booklets	Inv 15064	175.00
Waterplus	Water Supply – Town Hall	March	337.48
Dreams Venue Dressing	Tablecloths	Inv 0022	45.00
Unity Trust plc	Bank Charges	March	23.35
SLCC	Training – Chief Officer	Regional Seminar	102.00
SPCA	Training Councillor	Explore Chairmanship	48.00
Eon Next	Electricity – Storage Unit	March	25.29
Euro Digital Systems	Printing – 26 Feb to 26 March	Inv 164321	109.21
Starboard Systems (Scribe)	Civic.ly Subscription	April	151.20
Octopus Energy	Bus Hub - Electricity	2 Mar to 30 Mar	106.20
Eon Next	Christmas Lights Supply	March	18.23
Tidysite Skip Services Ltd	Bin Emptying w/c 07/04/26	INV 166595	162.48
Wayne Rogers	Travel Expenses	March	34.05
Waterplus	Water Supply – Visitor Centre	March	56.12
Waterplus	Water Supply – Storage Unit	March	19.76
Waterplus	Water Supply- Allotments	March	13.72
B Webster Plumbing & Heating	Plumbing Repairs	Town Hall & Visitor Centre	280.00

Credit Card			
GiffGaff	Mobile Phone	February	8.00
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Sainsburys	Feast & Flicks – Refreshments 11.03.26	BWT	24.90
Floral Elegance	Sympathy Flowers		51.50
GiffGaff	Mobile Phone	April	8.00
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GiffGaff	Mobile Phone	April	8.00

Sainsburys	Feast & Flicks – Refreshments 11.02.26	BWT	18.20
Sainsburys	Meeting/Board In Biddulph	Refreshments	35.25
SMDC	Chairman Charity Ball	Deputy Mayor and Consort Tickets	120.00
Trainline	Travel to London – Chief Officer		163.59
Foxtail Florist	Sympathy Flowers	Staff	40.00
Sainsburys	Feast & Flicks 08.04.26 & Cleaning Supplies	BWT	41.45
Sainsburys	Feast & Flicks 08.04.26 Refreshments	BWT	5.70
Open Spaces Society	Annual Subscription		45.00

Proposed by Councillor Hawley; seconded by Councillor Hart. All **agreed**.

b) To approve supplementary accounts

Expenditure over £500			
SALARIES		April	18195.50
Staffordshire Pension Fund	Staff Pensions	April	5753.63
HMRC	Staff PAYE	April	5885.05
Expenditure less than £500			
CASH	Volunteer Expenses (£160.00), Petty Cash (£60.35)	April	220.35
Standard Life	Additional Voluntary Contribution	April	300.00
Tonis Treats	Refreshments – BLPG 14.04.26	BWT	24.00
Tonis Treats	Refreshments – Feast & Flicks 8.04.26	BWT	75.00
ICCM	Subscription	2026/27	110.00
K Wood	Window Cleaning	KW137	114.00
Time Assured	Clock Services	AS-0159	350.00

Credit Card			
SMDC	Event Road Closures	Homegrown, Classic Vehicle show, Christmas Lights	255.00

Proposed by Councillor Hawley; seconded by Councillor Proudlove.

Councillor Salt abstained from the vote.

It was **agreed**.

The meeting ended at 18.57pm

Signed..... Date.....