

Biddulph Town Council



Wednesday 3 June 2026

Dear Councillor

You are summoned to attend a meeting of the Town Council at **6.00 pm** on **Tuesday 9 June 2026**, 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.

- 10. PUBLIC PARTICIPATION**
Staffordshire Police (**five minutes**)
- 11. TO RECEIVE AN UPDATE FROM COUNTY COUNCIL REPRESENTATIVES**
- 12. TO RECEIVE AN UPDATE FROM JACKY NEVILL (CHAIR) FROM BIDDULPH TWINNING ASSOCIATION**



Biddulph Town Council
Town Hall, High Street, Biddulph, Staffordshire
Moorlands ST8 6AR
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13. APOLOGIES

To receive apologies and approve reasons for absence.

14. DECLARATIONS OF INTEREST

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

15. MINUTES

- a) To **approve and sign** the Minutes of the Annual Meeting of the Town Council on Tuesday 12 May 2026

<https://biddulph.co.uk/wp-content/uploads/2026/06/Annual-Meeting-of-the-Town-Council-Minutes-May-2026-1.pdf>

- b) To **receive** the Notes of the Annual Town Meeting held on Tuesday 19 May 2026, and to **agree** actions that will be taken forward by the Town Council

<https://biddulph.co.uk/wp-content/uploads/2026/06/2026-Minutes-Annual-Town-Meeting-DRAFT-1.pdf>

- c) To **receive** the Minutes of the Planning Committee meeting held on Tuesday 19 May 2026

<https://biddulph.co.uk/wp-content/uploads/2026/06/Minutes-Planning-19-May-2026-DRAFT.pdf>

- d) To **approve and sign** the Minutes of the Finance Strategy and Management Committee held on Tuesday 26 May 2026

16. 2025-26 ANNUAL RETURN (DRAFT DOCUMENT ATTACHED)

- a) To **complete** Section 1 of the Annual Return – the Annual Governance Statement (**assertions to be read aloud**), confirming that there is a sound system of internal control including arrangements for the preparation of the Accounting Statements.

- b) To **approve and sign** Section 2 of the Annual Return.

<https://biddulph.co.uk/wp-content/uploads/2026/06/DRAFT-AGAR-May-2026.pdf>

17. TO RENEW THE TOWN COUNCIL'S COMMITMENT TO BIDDULPH BEING A FAIRTRADE COMMUNITY. WE COMMIT TO:

- widely offer Fairtrade marked food and drink options at the Council's premises



- promote the Fairtrade Communities initiative
- support the Biddulph Fairtrade volunteers, and their activities within the town.

18. MAYORS COMMUNICATIONS

19. STANDING AGENDA ITEMS:

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

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

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

21. ACCOUNTS & FINANCE

- To **approve** accounts to be paid in June 2026:

Expenditure over £500			
Prism	Software Licensing – June	Inv 241990	1054.48
Sandyford Properties Investments Ltd	Brown lees Storage Unit – Rent	June	624.00
Wildon UK Ltd	Sewage Treatment Plant 6-month service	May	660.00
Gary Smith Electrical	Full EICR	Visitor Centre	750.00

Expenditure less than £500



Tidysite Skip Services	Bin Emptying – w/c 13/04/26	Inv 166896	113.76
P&R Graphics	No Dog Walking Sign	Burial Grounds	120.00
Scottish Power	Electricity – Station Road	02 Feb – 08 May	62.07
Right Choice Domestic	Bench Maintenance – Painting	Burial Ground	150.00
Complete Weed Control	Japanese Knotweed Management	Year 3	480.00
Sandyford Property Investments Ltd	Brown Lees Storage Unit – Service Charges	June	24.00
Tidysite Skip Services	Bin Emptying – w/c 11/05/26	Inv 167995	130.03
Fifteen Group Ltd	Wifi & Office Phones -	May	97.58
SLCC	Training – Staff	Inv BK226150-1	46.20
NALC	Training – Staff	Inv 01835	42.00
Adrian Lawton	Mayoral Expenses	Feb 6 th to May 10 th	43.65
NatWest	Bank Charges	3 April to 1 May 2026	0.70
Jasper Van Der Vilt Photography	Grants/TC 60 th Anniversary Event photography	INV 011	50.00
Tidysite Skip Services	Bin Emptying w/c 18/05/26	Inv 168313	178.75
Prism	Phone Charges – 1 Apr to 30 Apr	INV 11106	309.65
Waterplus	Water Supply – Burial Ground	12 Apr to 12 May	53.50
phs Group	Revised pricing ref Fuel surcharge – Sanitary Bin Collections	Visitor Centre	6.46
phs Group	Revised pricing ref Fuel surcharge – Sanitary Bin Collections	Town Hall	3.23
phs Group	Revised pricing ref Fuel surcharge – Sanitary Bin Collections	Bus Hub	6.46
Charlie Smith	Mayoral Expenses – Clothing		75.20
Jodie Hancock	Travel Expenses – Film Camp	May	39.23

Credit Card			
Amazon	Pride Flags		5.59
Amazon	Cubicle Locks		39.49
Sainsburys	Feast & Flicks 13.05.26		6.00
Sainsburys	Emergency Supplies Resident– Bedding / Meeting Refreshments	BWT & Refreshments	60.90



Filmbankmedia	PVS License 2026-27	Film	176.00
Birthday Greetings	Town Hall 60 th Event – Balloons		18.00
Sainsburys	TH 60 th Event & Meetings	Refreshments & Cleaning Supplies	37.00
B&M	TH 60 th Event & Office	Stationary	8.49

b) To approve supplementary accounts (to be tabled)

CONFIDENTIAL ITEMS

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.

- 22. TO CONSIDER THE MOORLANDS PARTNERSHIP BOARD REPRESENTATION FROM BIDDULPH**
- 23. ITEM REQUESTED BY COUNCILLOR HARPER: TO RECEIVE AN UPDATE ON SOCIAL MEDIA BULLYING OF COUNCILLORS**
- 24. TO RECEIVE A RESIGNATION FROM A CARETAKER AND TO APPROVE THAT RECRUITMENT WILL COMMENCE FOR A SUITABLE REPLACEMENT**
- 25. TO APPROVE VAT RECOMMENDATIONS, WITH EFFECT FROM 1 JULY 2026**

