

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

PRESENT:

- **The Mayor:**
Councillor C Smith
- **Deputy Mayor:**
Councillor J Jones
- Councillor C Brady
- Councillor Rev. Y Case
- Councillor J I M Garvey
- Councillor M A Hopkins
- Councillor A K Harper
- Councillor A H Hart
- Councillor C Kisicki
- Councillor N Lawton
- Councillor A C Lawton
- Councillor A C W Parkes
- 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 Angela Williams – Administration Officer
- Mr John Robinson – Town Crier
- Gareth Davis – Oasis Community Church
- Work Experience placement
- PCSO – Josh Hargreaves
- 1 member of the public

The Mayor recited the disclaimer regarding the recording of the meeting.

26. PUBLIC PARTICIPATION

Staffordshire Police (**five minutes**)

PCSO Hargreaves reported that there had been a reduction in the number of police jobs raised in Biddulph recently. He reported that the World Café event was well attended. He also noted a reduction in antisocial behaviour within Sainsburys.

Councillor Yates raised concerns regarding inconsiderate parking, particularly vehicles parking too close to junctions and on zig-zag markings.

27. TO RECEIVE AN UPDATE FROM COUNTY COUNCIL REPRESENTATIVES

The Chief Officer reported that there were no updates.

The Mayor stated that she had received a response to her email, noting that the representatives have declined to attend the Town Council meeting.

28. APOLOGIES

To receive apologies and approve reasons for absence.

- Councillor D Hawley
- Councillor S Fletcher (Absent)
- Councillor K J Jackson
- Councillor D Proudlove
- Councillor N Eardley
- Councillor C Wood

29. DECLARATIONS OF INTEREST

a) To declare any Disclosable Pecuniary Interests & Dispensations

Councillors Salt and Rogers declared an interest in item 34b.

Councillor Garvey is the Treasurer of one of the groups receiving funding.

b) To declare any Other Disclosable Interests

Nothing to declare.

30. MINUTES

a) To **approve and sign** the Minutes of the Meeting of the Town Council held on Tuesday 9 June 2026

<https://biddulph.co.uk/wp-content/uploads/2026/07/Minutes-Town-Council-9-June-2026-DRAFT-no-confid.pdf>

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

b) To **receive** the Minutes of the Recreation and Amenities Committee meeting held on Tuesday 9 June 2026

<https://biddulph.co.uk/wp-content/uploads/2026/07/Minutes-Recreation-and-Amenities-9-June-2026-Draft-Inc-confid.pdf>

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

c) To **receive** the Minutes of the Planning Committee meeting held on Tuesday 16 June 2026

<https://biddulph.co.uk/wp-content/uploads/2026/07/Minutes-Planning-16-June-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 16 June 2026

<https://biddulph.co.uk/wp-content/uploads/2026/07/Minutes-Town-and-Community-16-June-2026-DRAFT-inc-confid.pdf>

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

- e) To **approve and sign** the Minutes of the Finance Strategy and Management Committee held on Tuesday 23 June 2026

<https://biddulph.co.uk/wp-content/uploads/2026/07/Minutes-Finance-23-June-2026-Draft-No-Confidential.pdf>

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

31. MAYORS COMMUNICATIONS

The Mayor reported that due to it being Festival season, she had attended many events. She had also supported the SMDC Chairman's event.

The Mayor reported that her own Civic Service, held at Biddulph Methodist Church and gave thanks to Councillor Reverend Yanyan Case for leading the service and Biddulph Ukulele group for being in attendance.

The Mayor reported attending the Repair Café at Biddulph Youth and Community Zone as part of the 'Green Day' which was well attended, she reported 22 items had been repaired/fixed. And on the same day, the CATE event took place at the Biddulph Town Hall, she gave thanks to the organisers and stated how many stalls were in attendance.

The Mayor reported that on the Festival launch day/parade day, she had been impressed by the costumes; she herself was dressed as Miss Marple. The Mayor gave thanks to the Biddulph Festival committee, staff and volunteers.

The Mayor noted that she had the pleasure of opening the Green Tree House at their new home, next to Sainsburys. The Mayor reported that the Victoria Centre also held an Art show and was impressed with how many were sold. The Mayor reported that she attended the Biddulph District Community Orchestra, and went on a journey with the group and was blown away by the talent.

The Mayor reported that she had met the Italian students, and welcomed them to Biddulph. She reported that she attended the parliamentary prayer breakfast at the Town Hall, and noted it was incredibly interesting and shared the hopes for the future.

The Mayor noted several other events such as the Beer festival; which was very well organised. The Festival of Brilliant, at Biddulph Old Hall was all about books and storytelling.

Café on the steps, during which every week the cakes get better and better. Finally, the Festival service and BBQ at the Methodist Church, which was a wonderful service.

The Deputy Mayor, Councillor Jones, reported that he attended the final service at New Road Chapel. He described it as a lovely service and a significant milestone, although a bittersweet occasion.

32. 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 a working group would take place over the next couple of weeks.

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

The Chief Officer reported that the asbestos survey had been conducted over the last 2 days at the Town Hall and is awaiting the report.

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

The Chief Officer reported that the last meeting took place before the Summer. She reported that the Town Council staff required first aid training and noted that it was more cost-effective for the Council to host the training and offer places to other community members through Biddulph Works Together. As a result, a total of eight members of the Biddulph Works Together group successfully completed the first aid training.

33. TO RECEIVE AN UPDATE ON OUTSIDE BODY MEETINGS ATTENDED SINCE THE JUNE 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 he attended the recent SCPA meeting where he distributed Biddulph Works Together flyers, many attendees were interested in them.

Councillor Garvey noted that Fairtrade group accreditation had been granted again.

In relation to Fairtrade, Councillor Parkes proposed to write a letter to the family of John Bamford, passing on the Town Councils condolences.

34. ACCOUNTS & FINANCE

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

Expenditure over £500			
SMDC	Business Rates – TH	July	2368.00
Prism	Software Licensing – July	Inv 243731	1054.48
Prism	Replacement Laptop – Customer Service Assistant	Inv 242795	1063.08
Octopus Energy	Electricity – Town Hall	4 Jun to 29 June	889.48
Moorland Contract Cleaning	Cleaning – Bus hub	June	1907.23
Moorland Contract Cleaning	Cleaning – Visitor Centre	June	1221.83
Sandyford Properties Investments Ltd	Brown lees Storage Unit – Rent	July	624.00
Bullock & Bosson	2 x Office Chairs		525.60
Wain Marsh Tree Services	Tree Clearing	Bateman Walk	750.00
Garden Plus	Burial Ground Maintenance	Inv 1360	2085.50
Ignite Facilities Ltd	TMVs Service	Town Hall	600.00
Broxap	Bike Station & pump		1746.00
RGS Groundworks	Grasscutting	INV 25	560.00
Octopus Energy	Visitor Centre – Electricity	June	537.16

Expenditure less than £500			
Tidysite Skip Services	Bin Emptying – w/c 15/06/26	Inv OUT-1291	178.76
NWFE	Fire Extinguisher Servicing	Visitor Centre	60.00
B Webster Plumbing & Heating	Repair to sink – Toilets	Town Hall	150.00
SMDC	Business Rates – Storage Unit	July	212.00
Unity Trust	Bank Charges	May	23.80
CEF Electrical	Electrical Parts	STO/351102	59.15
CEF Electrical	Electrical Parts	STO/350919	83.70
Ignite Facilities	Annual Services – Blending Valves	Visitor Centre	300.00
Scribe (Starboard Systems)	Civic.ly Subscription	June	151.20
Sandyford Property Investments Ltd	Brown Lees Storage Unit – Service Charges	July	24.00
Tidysite Skip Services	Bin Emptying – w/c 08/06/26	Inv OUT-743	113.77

Fifteen Group Ltd	Wifi & Office Phones – June	Inv 131927	97.58
Tonis Treats	Feast & Flicks 10.06 – Refreshments	INV 19	62.50
Tonis Treats	BLPG 09.06 – Refreshments	INV 18	30.00
Reliance High Tech	Lone Working Devices	June	37.80
Clearway	Access Control Batteries	Town Hall	148.56
NatWest	Bank Charges	02 May to 29 May	0.70
Unity Trust	Service Charges	5 March to 3 June	24.60
Wayne Rogers	Travel Expenses	June	37.95
Tidysite Skip Services	Bin Emptying w/c 22/06	Inv OUT-1864	113.77
Prism	Phone Charges – 1 May to 30 May	INV 11313	309.65
Waterplus	Water Supply – Burial Ground	12 May to 12 June	0.51
Waterplus	Water Supply – Visitor Centre	01 May to 01 June	90.95
Tonis Treats	Civic Service – Refreshments	INV 20	180.00
Tonis Treats	BLPG 23.06 – Refreshments	INV 21	75.00
Katy Pugh Arts	Window Display	Council Chamber	250.00
Clearway	Engineer callout – CCTV		101.40
Jasper Van Der Vilt Photography	Civic Sunday – Photography	Inv 012	150.00
Garden Plus	Re Surfacing 5 graves	Burial Ground	276
Moorland Contract Janitorial	Cleaning supplies – Bus Hub	Inv 5132	60.60
Eon Next	Electricity – Christmas Lights Supply	June	17.64
Eon Next	Electricity – Storage Unit	June	21.90
Euro Digital Systems	Printing – 26 May to 25 June	INV 169896	138.65
Clr Charlie Smith	Civic Service – Refreshments	Reimbursement	102.85
Octopus Energy	Bus Hub - Electricity	June	93.22
John Robinson	Town Criers Championship Awards Evening	Deputy Mayor Tickets x2	50.00
Waterplus	Water Supply – Storage Unit	01 May to 01 June	22.83
Waterplus	Water Supply – Town Hall	27May to 27 June	397.56
Cinema For All	Annual Membership		110.00
Tonis Treats	BLPG Refreshments 30.06.26	BWT	75.00
SMDC	Health & Safety Visit 23.6.26		127.64
Tidysite Skip Services	Bin Emptying – w/c 29/06/26	Inv OUT-2464	276.25
PHS Group	Sanitary Disposal	Visitor Centre	8.17
PHS Group	Sanitary Disposal	Town Hall	70.64
PHS Group	Sanitary Disposal	Bus Hub	16.34

Biddulph Beer & Music Festival	Mayors Sponsorship		50.00
Grenkeleasing Ltd	Photocopier Lease	01/07 – 30/09	165.60
Unity Trust	Bank Charges	June	22.45
Scribe (Starboard Systems)	Civic.ly Subscription	July	151.20
Tidysite Skip Services	Bin Emptying – w/c 06/07/26	Inv OUT-3385	113.77
Ken Wood	Window Cleaning – July	KW140	114.00
RGS Groundworks	Road Closure – Well Dressing	INV 21	360.00
Filmbank Distribution	Biddulph Scratch – Film Screening	Wuthering Heights	171.60
Waterplus	Water Supply – Visitor Centre	01 June to 01 July	90.95
Waterplus	Water Supply – Storage unit	01 June to 01 July	44.89
Waterplus	Water Supply – Moorland Rd Allotments	01 June to 01 July	11.57

Credit Card			
GiffGaff	Mobile Phone	July	8.00
GiffGaff	Mobile Phone	July	8.00
GiffGaff	Mobile Phone	July	8.00
Sainsburys	Change Your Place – SCYVS	Refreshments	19.01
Independent Cinema office	ID Screening Days – July 8 th to 10 th 2026	Events Officer	35.00
Sainsburys	Feast & Flicks 10.07.26	Refreshments	28.14
Sainsburys	Meeting Refreshments		8.90
Sainsburys	Change Your Place – Refreshments	18.06.26	25.48
Amazon	Sugar Sticks	Meeting Refreshments	8.79
Amazon	Compostable Caddy Liners		7.20
Amazon	Coffee Sticks	Meeting Refreshments	23.14
Amazon	Tea Bags	Meeting Refreshments	13.95
Amazon	Light Bulbs		23.81
Amazon	First Aid Supplies – Burns Gels		4.97
Amazon	First Aid Supplies – Dressing Bandages		1.91
D&G	Homeless Emergency Travel	Return Bus Ticket	4.80
Amazon	Cutlery	Refreshments	11.89
Amazon	Radar Keys	Stock Purchases	11.98
Land Registry	Searches	100010153477	14.00

Sainsburys	Board In Biddulph / Meeting Refreshments		27.88
Amazon	White Card		22.60
Amazon	Toilet Locks		39.48
Amazon	Pride Flag		7.99
Amazon	DVD		14.99
Amazon	Compostable Food Caddy Liners		15.07
Amazon	Chalk Pens		6.60
Amazon	Paint Pens		12.90
Amazon	Paint Pens		15.26
Amazon	Painting Rocks and Pebbles	Pride Month	45.70
Amazon	Paints, Pens and Pebbles	Pride Month	62.79
Amazon	DVD		15.98
Amazon	Cutlery	Civic Service	11.78
Amazon	Plates	Civic Service	5.88
Sainsburys	Cleaning Supplies, Plant and Civic Sunday Refreshments	Town hall	91.81
Sainsburys	Refreshments		9.25
The Trainline	Travel Expenses – Flatpack Film Festival	Events officer	26.92
Flatpack	Film Camp Festival – Ticket	Events officer	25.75
Zoom	Zoom Annual Subscription		155.88
Sainsburys	Refreshments		37.91
Trainline	Travel		133.27
Sainsburys	Business Breakfast Refreshments		77.00
Sainsburys	Business Breakfast Refreshments		5.60
Sainsburys	BLPG – Refreshments 30.06.26	Biddulph Works Together	3.55
Sainsburys	Know Your Place – Refreshments	World Café 30.06.26	53.61
Family Pizza	World Café – refreshments		90.70
Facebook	Social Media Advertising		39.68

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

b) To approve supplementary accounts (to be tabled)

Expenditure over £500			
SALARIES		July	17809.83
Staffordshire Pension Fund	Staff Pensions	July	5648.74
HMRC	Staff PAYE	July	5939.30
British Gas	Gas – Town Hall	3 June to 30 June	554.72
RGS Groundworks	Grass cutting – Haydon Park, Congleton Rd, Tower Hill Rd, Albert Street, moorland Rd, Welcome sign Mill Hayes, Biddulph In Bloom Verges	11 Jul INV 29	560.00
PSTAX	VAT Advice – PE Calc and TH Works		4380.00

Expenditure less than £500			
CASH	Volunteer Expenses (£160.00), Petty Cash (£21.20)	July	181.20
Standard Life	Additional Voluntary Contribution	July	300.00
Fifteen Group Ltd	Wifi & Office Mobiles	July	97.58
Tidysite Skip Services	Bin Emptying w/c 13/7/26	INV OUT-4515	178.76
Moorland Contract Janitorial	Cleaning Supplies – Bus Hub	INV 4887	79.80
Moorland Contract Janitorial	Cleaning Supplies – Bus Hub	INV 4950	60.60
Moorland Contract Janitorial	Cleaning Supplies – Town Hall	INV 4951	264.60
Tonis Treats	Prayer Breakfast Refreshments 7.7.26	INV 23	40.00
Tonis Treats	BLPG Refreshments 7.7.26	INV 24	36.00
Tonis Treats	Feast & Flicks Refreshments 8.7.26	INV 25	137.50
Tonis Treats	BLPG Refreshments 14.7.26	INV 26	36.00
RGS Groundworks	Lengthsman – Gazebo set up	Fresh Food Friday	140.00
HEADS	Annual Town Meeting Advertisement		395.28
SMDC	Lease of Land – Congleton Rd	July	90.00
Wayne Rogers	Travel Expenses – Parish Assembly	July	9.90
EDF Energy	Final Invoice – Gas Town Hall	2 June – 3 June	24.98
P M Gravedigging	Removal of Soil	Woodhouse BG	340.00
Waterplus	Water Supply – Town Hall	27 May to 27 June	339.40

Sherolyn Martin (Moorland Rd Allotments)	Brown Bin – moorland Rd Allotments	2026-27	46.00
Sarah Haydon	Travel Expenses	June/July	85.83
Waterplus	Water Supply – TBG	12 June to 12 July	26.96
Jasper Van Der Vilt Photography	Biddulph Festival – Photography	(50% costs shared with Biddulph Festival)	337.50
Moorland Contract Janitorial	Cleaning Supplies – Town Hall	INV 4935	335.82
Dolven Funeral Services Ltd	Returned Payment – Re Burial Overpayment		329.00
<i>Waterplus</i>	<i>Water Supply – Storage Unit – 1 June to 1 July</i>	<i>Correction from £44.89</i>	<i>22.06</i>

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

Credit Card			
Sainsburys	Prayer Breakfast	Refreshments	26.30
Aldi	Prayer Breakfast	Refreshments	2.09
Information Commissioners Office	GDPR Renewal		52.00
Sainsburys	Prayer Breakfast	Refreshments	94.82
Bristol University Press	How to Tackle Poverty Book		18.75
Amazon	Napkins		5.99
Amazon	Decorations	Pride month	33.16
Amazon	Decorations	Pride Month	4.27
Amazon	Pebbles		25.96
Amazon	Bin	Town Hall Kitchen	69.98
Amazon	Plant Fertiliser		17.75
Sainsburys	Prayer Breakfast & Twinning Visitors Refreshments & Cleaning Supplies		94.82
Vegware	Tableware	Change Your place	167.03

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.

35. TO CONFIRM THE OUTCOME OF A RECRUITMENT PROCESS FOR A NEW CARETAKER

The Chief Officer reported that 3 applications were received for the role of a new caretaker; an offer had been made and accepted, subject to satisfactory checks

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

The meeting ended at 18:45pm

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