MINUTES OF THE TOWN COUNCIL MEETING
BIDDULPH TOWN COUNCIL
TUESDAY 13 OCTOBER 2026, 6PM
HELD AT BIDDULPH TOWN HALL, HIGH STREET, BIDDULPH ST8 6AR

PRESENT:

- **Deputy Mayor:**
  Councillor J Jones
- Councillor Rev. Y Case
- Councillor S Fletcher
- Councillor J I M Garvey
- Councillor M A Hopkins
- Councillor A K Harper
- Councillor A H Hart
- Councillor C Kisicki
- Councillor A C Lawton
- Councillor D Proudlove
- Councillor W Rogers
- Councillor N R Yates

IN ATTENDANCE:

- Mrs Sarah M Haydon – Chief Officer (Minute Taker)
- Mrs Margaret Warman - Compliance and Governance Officer
- Ms Jodie Hancock – Events and Partnership Officer
- Mrs Angela Williams – Administration Officer

The Deputy Mayor; Councillor Jones recited the disclaimer regarding the recording of the meeting.

50. PUBLIC PARTICIPATION

Staffordshire Police (**five minutes**)

PCSO Josh Hargreaves stated that a recent serious incident is being taken very seriously.

Sergeant Joe Fury (based in Leek) provided some reassurance that this was being handled by a specialist team. Councillors agreed that additional patrols had been noticed by the community.

Councillor Rogers questioned the use of electric bikes along Biddulph Valley Way and whether there is anything the police can do to combat this. Sergeant Fury stated that there is a specialist team within Staffordshire Police, and a 'day of action' was scheduled shortly.

There was consideration of an app called 'Hollie Guard'.

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51. TO RECEIVE AN UPDATE FROM COUNTY COUNCIL REPRESENTATIVES

The Deputy Mayor stated that apologies had been received from the Leader of the County Council, Councillor Martin Murray. There were no County Council representatives in attendance.

Councillor Proudlove noted his disappointment that Councillor Murray was not in attendance; he had some important questions in relation to the Newpool Road highways development. He stated this is a perfect example of why the County Councillors should be in attendance, to discuss these issues and problems before they arise.

Councillor Yates noted that a number of other highways projects had been 'shelved'.

52. APOLOGIES

Apologies and reasons for absence were **approved**.

Apologies were received from:

- Councillor Hawley
- Councillor Smith
- Councillor Redfern
- Councillor Jackson
- Councillor Brady
- Councillor Parkes
- Councillor Eardley
- Councillor Salt
- Councillor N. Lawton
- Councillor Wood

53. DECLARATIONS OF INTEREST

a) To declare any Disclosable Pecuniary Interests & Dispensations: None

b) To declare any Other Disclosable Interests: None

54. MINUTES

a) To **approve and sign** the Minutes of the Meeting of the Town Council held on Tuesday 8 September 2026

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

b) To **receive** the Minutes of the Recreation and Amenities Committee meeting held on Tuesday 8 September 2026

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

c) To **receive** the Minutes of the Planning Committee meeting held on Tuesday 15 September 2026

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

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d) To **receive** the Minutes of the Town and Community Committee meeting held on Tuesday 15 September 2026

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

e) To **approve and sign** the Minutes of the Finance Strategy and Management Committee meeting held on Tuesday 22 September 2026

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

55. MAYORS COMMUNICATIONS

The Deputy Mayor stated the Mr Jim Davies has requested that thanks be passed on for those who supported the Classic Vehicle Show.

56. 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 there had been questions regarding the bus hub, and when it is reopening; it was stated that once the CCTV has been installed this will be opened to members of the public.

Councillor Hart questioned whether the issues with the roof at the bus hub have been fixed, the Chief Officer reported that it is being monitored.

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

The Health and Safety inspection at the Town Hall and the Fire Risk Assessment at the Visitor Centre, have been completed by the external health and safety adviser; there are no urgent issues requiring attention.

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

The Chief Officer stated that there is a meeting being held tomorrow, where there would be discussion about the timetable for the coming year.

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57. TO RECEIVE AN UPDATE ON OUTSIDE BODY MEETINGS ATTENDED SINCE THE SEPTEMBER 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 Hart reported that the next Moorlands Partnership Board meeting would be in November.

Councillor Lawton reported on a meeting of the Biddulph in Bloom committee. They had been looking at the past year: hot dry weather had presented challenges, and the rising cost of watering had reduced the budget for purchasing the plants. The group plan to have new planters with reservoirs within them and more lower maintenance plants that don't require watering as often. Their finances are in a comfortable position. Volunteers are aging and it is an ongoing concern.

58. LOCAL GOVERNMENT REORGANISATION AND DEVOLUTION WORKING GROUP: to confirm that Local Government Reorganisation and Devolution Working Group will cease to meet. Recommendations from the working group previously fed directly into Town Council meetings (previous notes attached, for reference). Local Government Reorganisation will now form a standing agenda item within the Recreation and Amenities Committee, due to asset transfer aspirations.

Councillor Garvey reported that the working group will cease meeting; the majority of issues are relating to assets and can be discussed in the Recreation and Amenities agenda as there is an existing standing agenda item. If necessary, issues could be considered at Town Council.

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

59. TO CONFIRM THAT THE TOWN COUNCIL WILL SIGN THE ARMED FORCES COVENANT: https://www.armedforcescovenant.gov.uk/show-your-support/sign-the-covenant/

The Chief Officer explained that the District Council had encouraged town and parish councils to consider signing the covenant.

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

60. TO ENDORSE THE FUSIGNANO GRANT APPLICATION FOR A PROJECT TO CELEBRATE 40 YEARS OF TWINNING (LETTER ATTACHED)

The Deputy Mayor requested that the Town Council support the Twinning Association by endorsing the letter that would accompany the grant application.

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

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61. ACCOUNTS & FINANCE

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

Expenditure over £500			
SMDC	Business Rates – TH	October	2368.00
Prism	Software Licensing – October	INV 249202	1073.88
Octopus Energy	Electricity – Town Hall	August	1411.57
Moorland Contract Cleaning	Cleaning – Bus hub September	Inv 13914	1907.23
Moorland Contract Cleaning	Cleaning – Visitor Centre September	Inv 13915	1221.83
Sandyford Properties Investments Ltd	Brown lees Storage Unit – Rent & Service charges	October	655.66
Garden Plus	Burial Ground Maintenance - September	Inv 1470	2085.50
PPL PRS Ltd	Music License		4415.18
Ironage Designs	Railings repair – War Memorial	Albert Street	2038.20

Expenditure less than £500			
SMDC	Business Rates – Storage Unit	October	212.00
Scribe (Starboard Systems)	Civic.ly Subscription	Inv 23165	151.20
Tidysite Skip Services	Bin Emptying – w/c 21.09.26	Inv OUT-12183	97.49
Fifteen Group Ltd	Wifi & Office Phones – September	Inv 133309	97.58
Jasper Van Der Vilt Photography	Classic Car show – Photography	INV 019	75.00
Jasper Van Der Vilt Photography	Pump Track opening – Photography	INV 020	75.00
Reliance High Tech	Lone Working Devices	Sep	37.80
NatWest	Bank Charges	29 Aug to 14 Sep	1.30
Unity Trust	Service Charges	4 June to 3 September	17.80
Unity Trust	Bank Charges	August	22.45
Tidysite Skip Services	Bin Emptying w/c 07.09.26	Inv OUT-10619	97.49
Tidysite Skip Services	Bin Emptying w/c 14.09.26	Inv OUT-11375	113.77
Tidysite Skip Services	Bin Emptying w/c 21.09.26	Inv OUT-12256	81.28
Waterplus	Water Supply – Burial Ground	12 Aug to 12 Sep	27.05
Standard Life	Additional Voluntary Contribution	Staff Pension	300.00

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Hanley Print Services Ltd	Car Show Registration Forms and Stickers		144.00
Myers & Co	Employer Assist 26-27	15 Sep to 14 Oct	180.00
Eon Next	Electricity – Christmas Lights Supply (Final Invoice)	1 Sep to 2 Oct	21.49
Euro Digital Systems	Staples for Printer	INV 175029	61.80
P&R Graphics	No Dog Walking Sign	WBG	294.00
Tonis Treats	Refreshments – BLPG 14.09.26	INV 44	75.00
Tonis Treats	Refreshments – BLPG 21.09.26	INV 45	90.00
Tidysite Skip Services	Bin Emptying w/c 28.09.26	Inv OUT-12905	178.76
Waterplus	Water Supply – Town Hall	27 Aug to 27 Sep	378.17
Octopus Energy	Electricity – Town Hall	Correction bill	328.81
Waterplus	Water Supply – Visitor Centre	1 Sep to 1 Oct	57.82
Waterplus	Water Supply – Storage unit	1 Sep to 1 Oct	22.06
Waterplus	Water Supply – Moorland Rd Allotments	1 Sep to 1 Oct	13.75
Ken Wood	Window Cleaning – October	Town Hall	114.00
Prism	Phone Charges – September	Inv 11833	309.65
Christ Church Biddulph Moor	Councillor Grant via Cllr Hawley		100.00
Tidysite Skip Services	Bin Emptying w/c 05/10/26	Inv OUT-13740	178.76
English Martyrs Church	BWT – 7th Oct to 2nd Dec		630.00
Tonis Treats	Volunteer Refreshments – Car Show	INV 42	120.00
Tonis Treats	Volunteer Refreshments – Homegrown & Homemade	INV 40	60.00
Tonis Treats	Refreshments – Mexican Family Event	INV 39	375.00
Tonis Treats	Refreshments – Feast & Flicks – Sep	INV 41	72.00
Tonis Treats	Refreshments – Feast & Flicks Aug	INV 38	70.00
Maximon Solutions	UK Ofcom Renewal		222.00
Sarah Haydon	Travel Expenses & Reimbursement for Car Show Trophy	Aug & Sep	35.69
AJ Environmental	Annual Mole Control	Burial Ground	350.00
Stage Management Services	Classic Car Show – Supply of sound and operator	INV 00951	200.00
Speckled Hen Cookery	Homegrown & Handmade Event – Demonstrator		300.00
CEF Electrical	Electrical Parts	Town Hall & Visitor Centre	343.63

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CEF Electrical	Electrical Parts	Town Hall	97.58
CEF Electrical	Electrical Parts	Bus Hub	143.71
CEF Electrical	Electrical Parts	Visitor Centre	54.84
CEF Electrical	Electrical Parts	Town Hall	121.44
Grenkeleasing	Photocopier Lease	Oct to Dec 2026	165.60
Right Choice Domestics	Coping Stones	Town Hall	200.00
Door Maintenance Specialists	Roller Shutter Door Service	Bus Hub	168.00
Stone Town Council	Mayors Trafalgar Dinner Tickets		81.50
Bissell Display	Acrylic Sheets		143.99
Jackie Menzies	Reimbursement – Cooker English Martyrs Church	BWT	257.62
SMDC	David Owen Health & Safety Visit		173.41
Tonis Treats	Refreshments – BLPG 06.10.26	BWT	75.00
Tonis Treats	Refreshments – Board In Biddulph 22.09.26	BWT	15.00
RGS Groundworks	Gazebo Set up	Fresh Food Friday	140.00
ICCM	Staff Training – Admin Officer	Inv 22072	126.00

Credit Card			
GiffGaff	Mobile Phone	October	8.00
GiffGaff	Mobile Phone	October	8.00
GiffGaff	Mobile Phone	October	8.00
Value Products Ltd	First Aid Supplies		167.04
Sainsburys	Feast & Flicks – Refreshments	September	20.50
Poveys	Classic Car Show – Volunteer Refreshments		70.00
Sainsburys	Car Show Refreshments & Oven Glove		19.99
Safety Signs 4 Less	Fire Exit/Keep Clear Signs		23.04
Octopus Energy	Security Deposit – new account (refunded over the contract)	Xmas Lights Supply	107.32
Home Bargains	Biddulph Scratch Refreshments / Know Your Place Art Project Supplies		10.91
YPO	Art Supplies – Funded Project	Know Your Place	40.79

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Tooltime	Art Supplies – Funded Project	Know Your Place	15.44
Temu	Art Supplies – Funded Project	Know Your Place	226.35
YPO	Art Supplies – Funded Project	Know Your Place	33.99
SMDC	Road Closure – Biddulph Moor		25.00
Sainsburys	Refreshments – National Emergency Briefing Screening		46.25

Councillor Harper questioned the cost of a music license. It was discussed how important this license is, and it was confirmed that most of the hirers of the Town Hall play music.

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

b) To **approve** supplementary accounts (to be tabled)

Expenditure over £500			
SALARIES		October	33551.91
Staffordshire Pension Fund	Staff Pensions	October	6559.97
HMRC	Staff PAYE	October	7488.85
Octopus Energy	Town Hall – Electricity	1 Sep to 26 Sep 26	1124.04
PSTAX	Balance of fees re partial Exemption Calculation		2910.00
Royale Boiler Service	Boiler modifications and service	Town Hall	546.00
David B Limited	Final payment quantity surveyor, sign off Town Hall Frontage		1181.50
HMRC	VAT Correction Conclusion 2022-2026		8306.41
Halfern	Final Payment – contractors Town Hall Frontage		7963.29

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Expenditure less than £500			
CASH	Volunteer Expenses (£200.00), Petty Cash (£57.16)	October	257.16
Standard Life	Additional Voluntary Contribution	October	300.00
Gary Smith Electricals	Electrical Works	Defib, Lanterns, Town Hall, Biddulph Moor Rock	560.00
Support Staffordshire	Membership		25.00
British Gas	Town Hall – Gas	1 Sep to 6 Oct	357.78
Ken Chaddock	Reimbursement – Kitchen Bin		19.99
Angela Williams	Reimbursement – Dishwasher Tablets, Coffee		18.97
Concept Elevators (UK) Ltd	Callout to Lift	Town Hall	219.96
Biddulph Rotary	New Plants Bateman Walk		200.00
PPL PRS	Music License	Visitor Centre	480.97
Charlotte Smith	Homegrown & Handmade Event – Raffle Prize and tickets		18.97
Euro Digital	Printing	26 Aug to 25 Sep	218.60
Eon Next	Electricity Supply – Storage Unit	August	22.29
B Webster Plumbing & Heating	Plumbing Repairs	Town Hall	325.00
Tidysite Skip Services	Bin emptying w/c 12/10/26	INV OUT-14513	113.77
The Green Tree House	Biddulph Works Together 01/10/26 – 31/12/26		395.36
Espo	Art supplies – Funded Project		147.96
CEF Electricals	Electrical Parts	Biddulph Moor Light, Town Hall	110.48
CEF Electricals	Electrical Parts	Town Hall	112.39
Sarah Haydon	Travel Expenses & Reimbursement	Sept – Oct	201.24

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Credit Card			
Amazon	DVD	Film	10.99
Amazon	Computer Mouse, Disposable Plates, Cable Ties, Coloured Card.		51.62
Amazon	Blu Tack		5.20
Amazon	Blu Tack		5.78
Amazon	Clipboards		36.06
Amazon	Place Card Holders, Disposable Plates	Car Show	21.94
Amazon	Envelopes		6.59
Amazon	Pens		6.85
Amazon	Clipboards		26.64
Amazon	DVD	Film	10.99
Amazon	Notecards, Dessert Spoons	Homegrown & Handmade Event	16.96
Amazon	Table Cover Roll	Events	41.50
Land Registry	Searches		14.00
The Purple Guide	Subscription Fee		60.00
Temu	Ride The Lights Supplies		8.11
Temu	Ride The Lights Supplies		28.28
Temu	Ride The Lights Supplies		146.24

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

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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.

62. ITEM REFERRED FROM THE RECREATION AND AMENITIES COMMITTEE: TO CONFIRM THE TOWN COUNCIL'S CURRENT POSITION WITH REGARD TO THE MANAGEMENT OF BRIARSWOOD

It was proposed by Councillor Garvey that the Town Council would be involved in future conversations; seconded by Councillor Harper. All **agreed**.

The meeting ended at 7.15pm

Signed……. Date……

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