

**SADDLEWORTH**

Parish Council

16th September 2025

To: All Members of the Saddleworth Parish Council

Dear Sir/Madam

You are hereby summoned to attend the **Ordinary Council Meeting** of the **Parish Council** to be held at the **Civic Hall on** **Monday 22nd September 2025 at 7.30pm** for the purpose of conducting the under mentioned business.

Yours faithfully

**K E Allott**

Clerk to the Council

**AGENDA**

**Welcome by the Chair**

1. **To Receive Public Questions**
2. **Chairman’s Urgent Business**
3. **To receive apologies for Absence**
4. **To receive Declarations of Interest**
5. **Correspondence**
6. **Presentation of Past Chair’s Medals**
7. **To discuss and agree prayers/formal start to the meetings**
8. **To approve and confirm as a correct record the Draft Minutes of the Council Meeting held on 28 July 2025**
9. **To note the minutes of the Finance Committee Meeting held on 24 July 2025**
10. **To note the minutes of the Planning Committee Meeting held on 4 August 2025**
11. **To note the minutes of the Planning Committee Meeting held on 1 September 2025**
12. **To note the minutes of the Traffic, Transport & Environment (TTE) Committee Meeting held on 8 September 2025**
13. **To note the minutes of the joint Finance/Asset Management Committee Meeting held on 18 September 2025 (to be tabled)**
14. **Accounts for Payment July 2025 Income £6,275.10 Expenditure £ 22,477.33**
15. **Accounts for Payment August 2025 Income £7,473.90 Expenditure £ 25,877.22**

Payments List, see appendix 1

**Date of the next meeting** Monday 27th October 2025 at 19.30hrs (Lydgate Parish Hall).

**Parish Christmas Social 22nd December 2025** – for discussion

**Appendix 1**

July 2025 Payments

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Bank Date | Supplier | Details | Code | Amount £ | Notes |  |
| 02-Jul-25 | AMAZON | Hot water urn downstairs kitchen | 307 | 85.88 |  |  |
| 08-Jul-25 | TV LICENCE | TV Licence | 324 | 15.00 |  |  |
| 10-Jul-25 | TOYE&CO - REGALIA | Past Chairman & Consort medals | 112 | 624.60 |  |  |
| 10-Jul-25 | BUCKLE J SON | Dawsons Field & Red Row grass cuts x2 6/25 | 433 | 220.00 |  |  |
| 10-Jul-25 | INFINITY | HD Mouse/keyboard £30 / IT support + 365 £112.50 | 110 | 142.50 |  |  |
| 10-Jul-25 | STAFF EXPENSES | S-i-B judges lunch & KA mileage | 405 | 28.75 |  |  |
| 10-Jul-25 | STAFF EXPENSES | Estate Mileage - 9/7/25 | 102 | 10.80 |  |  |
| 10-Jul-25 | STAFF EXPENSES | Office Milk | 169 | 1.55 |  |  |
| 11-Jul-25 | BRITISH GAS | Electricity 30/4/25 - 23/6/25 | 302 | 1,979.52 |  |  |
| 11-Jul-25 | WATER PLUS | Water - 6/25 | 321 | 563.27 |  |  |
| 11-Jul-25 | STAFF EXPENSES | Office Tea & Coffee | 169 | 5.95 |  |  |
| 14-Jul-25 | SALARIES | Admin - 7/25 | 103 | 4,449.37 |  |  |
| 14-Jul-25 | SALARIES | Civic - 7/25 | 301 | 4,261.89 |  |  |
| 15-Jul-25 | OMBC | Rates - Cemetery | 211 | 48.00 |  |  |
| 15-Jul-25 | OMBC | General Rates - Civic Hall | 304 | 1,160.00 |  |  |
| 15-Jul-25 | OMBC | Refuse collection | 308 | 274.20 |  |  |
| 17-Jul-25 | OMBC | Pest Control | 308 | 30.00 |  |  |
| 15-Jul-25 | BT GROUP | Phone/Internet 1/7/25 - 30/9/25 | 107 | 477.44 |  |  |
| 15-Jul-25 | HARVEYS WORKWEAR | Staff Uniform /PPE | 305 | 61.08 |  |  |
| 30-Jul-25 | HARVEYS WORKWEAR | Staff Uniform postage Return | 305 | 4.05 | refunded on inv above | |
| 16-Jul-25 | THE SAFE SHOP | Fire & waterproof box for deeds | 307 | 59.00 |  |  |
| 23-Jul-25 | THE SAFE SHOP | Fire & waterproof box for deeds - returned | 307 | (59.00) |  |  |
| 18-Jul-25 | BIZAY GB | Fridge Magnets (Pots & Pans) | 441 | 33.96 |  |  |
| 18-Jul-25 | AMAZON | Disposable vinyl gloves | 306 | 7.88 |  |  |
| 21-Jul-25 | COMMERCE BUSINESS | Copier/Printer Usage | 105 | 79.53 |  |  |
| 22-Jul-25 | HMRC | Tax & NI - Admin - 6/25 | 103 | 1,635.72 |  |  |
| 22-Jul-25 | HMRC | Tax & NI - Civic - 6/25 | 301 | 1,488.26 |  |  |
| 22-Jul-25 | MULBERRY TREE M | Tree Survey - Civic 10% | 307 | 72.00 |  |  |
| 22-Jul-25 | MULBERRY TREE M | Tree Survey - Allotments 10% | 432 | 72.00 |  |  |
| 22-Jul-25 | MULBERRY TREE M | Tree Survey - Cemetery 80% | 201 | 576.00 |  |  |
| 22-Jul-25 | CAPRICORN SECURITY | Seb Lowe - 20/6/25 | 318 | 627.00 |  |  |
| 22-Jul-25 | MBHARRINGTON , | G31S Ashes Inter | 206 | 65.00 |  |  |
| 22-Jul-25 | MBHARRINGTON , | Ashes Inter | 206 | 65.00 |  |  |
| 22-Jul-25 | MBHARRINGTON , | J8N Burial | 203 | 360.00 |  |  |
| 22-Jul-25 | ELCONS HR/LAW | HR/Legal Consultancy (33) - 7/25 | 120 | 121.20 |  |  |
| 22-Jul-25 | GREENFIELD PUBLISHING | Monthly Advert - 6/25 | 441 | 98.40 |  |  |
| 22-Jul-25 | NALC | KA Training - Exploring Income Sources | 124 | 42.00 |  |  |
| 22-Jul-25 | STAFF EXPENSES | Estate Mileage - 11 & 17/7/25 | 102 | 16.20 |  |  |
| 28-Jul-25 | POST OFFICE | Stamps | 107 | 50.82 |  |  |
| 30-Jul-25 | SHORROCK TRICHEM | Hygiene | 316 | 149.26 |  |  |
| 30-Jul-25 | AMAZON | Fireproof Document Bag | 307 | 25.99 |  |  |
| 30-Jul-25 | AMAZON | Tally Counter | 307 | 6.15 |  |  |
| 01-Aug-25 | GMPF | Pensions - Admin - 7/25 | 103 | 1,085.44 |  |  |
| 01-Aug-25 | GMPF | Pensions - Civic - 7/25 | 301 | 1,094.67 |  |  |
| 01-Aug-25 | DAVE TALBOT-CEDAR | Civic Hall Grass Cutting x1 - 6 & 7/25 | 307 | 160.00 |  |  |
| 01-Aug-25 | LINK FIRE/SECURITY | 1st Maintenance visit - Alarms | 307 | 96.00 |  |  |
| 01-Aug-25 | YORKS RIDINGS SOCIETY | Subscriptions | 119 | 5.00 |  |  |
| 47 |  |  |  | 22,477.33 |  |  |

August 25 Payments

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Bank Date | Supplier | Details | Code | Amount £ | Note |  |
| 04-Aug-25 | EDF ENERGY | Gas - 6/25 | 303 | 344.32 |  |  |
| 04-Aug-25 | GET LICENSED | Site Manager - APLH Level 2 | 124 | 99.99 |  |  |
| 04-Aug-25 | MANUTAN | Stair Climbing Chair Stacker | 307 | 67.80 |  |  |
| 07-Aug-25 | LALC | Subscriptions 1/4/25 - 31/3/26 | 119 | 2,584.78 |  |  |
| 07-Aug-25 | LINK FIRE/SECURITY | Fire & Intruder Alarm + CCTV Annual Contract | 307 | 2,519.98 |  |  |
| 07-Aug-25 | ROCHDALE MBC | DBS Checks 2 staff | 169 | 56.00 |  |  |
| 07-Aug-25 | SEFTONS | Payroll - 7/25 | 161 | 48.00 |  |  |
| 07-Aug-25 | EASY WEB SITES | Website Management Fee - 8/25 | 440 | 30.36 |  |  |
| 07-Aug-25 | STAFF EXPENSES | Paint & masking Tape - Decorate JH Suite | 307 | 16.99 |  |  |
| 08-Aug-25 | TV LICENCE | TV Licence | 324 | 15.00 |  |  |
| 11-Aug-25 | WATER PLUS | Water - 6/25 | 321 | 562.16 |  |  |
| 11-Aug-25 | STAFF EXPENSES | Paint (2nd Tin) - Decorate JH Suite | 307 | 17.99 |  |  |
| 13-Aug-25 | SALARIES | Admin - 8/25 | 103 | 5,345.24 |  |  |
| 13-Aug-25 | SALARIES | Civic - 8/25 | 301 | 3,742.45 |  |  |
| 14-Aug-25 | BUCKLE J SON | Dawsons Field & Red Row grass cuts x2 7/25 | 433 | 220.00 |  |  |
| 14-Aug-25 | HELEN BISHOP | S-i-B Presentation Buffet | 405 | 65.62 |  |  |
| 14-Aug-25 | STAFF EXPENSES | Estate Mileage - 5 & 14/8/25 | 102 | 5.85 |  |  |
| 14-Aug-25 | COOP | Office Milk | 169 | 1.65 |  |  |
| 15-Aug-25 | OMBC | Rates - Cemetery | 211 | 48.00 |  |  |
| 15-Aug-25 | OMBC | General Rates - Civic Hall | 304 | 1,160.00 |  |  |
| 15-Aug-25 | OMBC | Refuse collection | 308 | 274.20 |  |  |
| 18-Aug-25 | OMBC | Pest Control | 308 | 30.00 |  |  |
| 18-Aug-25 | STAFF EXPENSES | Staff Uniform /PPE | 305 | 71.98 |  |  |
| 18-Aug-25 | DAC BEACHCROFT | VAT Only on Bus Shelter Insurance Claim Fees | 415 | 13.28 |  |  |
| 20-Aug-25 | HARVEYS WORKWEAR | Staff Uniform /PPE | 305 | 93.51 |  |  |
| 20-Aug-25 | COMMERCE BUSINESS | Copier/Printer Usage | 105 | 75.14 |  |  |
| 20-Aug-25 | OMBC | Charge for change of DPS to Chris Lees | 324 | 37.00 |  |  |
| 20-Aug-25 | AMAZON | Airfreshner refills - Council Chamber | 306 | 13.00 |  |  |
| 21-Aug-25 | EDF ENERGY | Gas - 7/25 | 303 | 99.58 |  |  |
| 22-Aug-25 | HMRC | Tax & NI - Admin - 7/25 | 103 | 1,635.72 |  |  |
| 22-Aug-25 | HMRC | Tax & NI - Civic - 7/25 | 301 | 1,224.28 |  |  |
| 14-Aug-25 | LANES GROUP PLC | Car Park Drains Insurance Claim | 311 | 6,760.02 |  |  |
| 26-Aug-25 | NORMAN ASHWORTH | Car Park Drains Insurance Claim | 311 | 2,880.00 |  |  |
| 05-Aug-25 | ZURICH INS/RECS | Car Park Drains Insurance Claim Receipt | 311 | (9,723.50) | Net Credit £83.48 | |
| 26-Aug-25 | JDH BS LTD (IA) | Internal Audit 2024-25 | 109 | 834.00 |  |  |
| 26-Aug-25 | JWS ELECTRICAL | Repairs to office light panel & PIR control gents toilets | 307 | 234.00 |  |  |
| 26-Aug-25 | CENTRE GLASS | Cleaning Consumables | 306 | 154.72 |  |  |
| 26-Aug-25 | SHORROCK TRICHEM | Hygiene | 316 | 149.26 |  |  |
| 26-Aug-25 | LINK FIRE/SECURITY | Install alarm fobs | 307 | 144.00 |  |  |
| 26-Aug-25 | KEYSTAFF AGENCY | Casual Staff (Sick Leave cover) | 301 | 128.04 |  |  |
| 26-Aug-25 | ELCONS HR/LAW | HR/Legal Consultancy (34) - 8/25 | 120 | 121.20 |  |  |
| 26-Aug-25 | INFINITY IT | IT support | 110 | 61.20 |  |  |
| 29-Aug-25 | GMPF | Pensions - Admin - 8/25 | 103 | 1,390.87 |  |  |
| 29-Aug-25 | GMPF | Pensions - Civic - 8/25 | 301 | 964.90 |  |  |
| 29-Aug-25 | BRITISH GAS | Electricity 24/6/25 - 11/8/25 | 302 | 1,263.64 |  |  |
| 29-Aug-25 | BIZAY GB | Fridge Magnets (Pots & Pans) - Postage refund | 441 | (5.00) |  |  |
| 46 |  |  |  | 25,877.22 |  |  |