

# Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT A **FULL COUNCIL MEETING OF PONTESBURY PARISH COUNCIL** WILL TAKE PLACE ON **MONDAY 8<sup>th</sup> NOVEMBER 2021 AT THE PAVILION, HALL BANK AT 6.30PM.** A COVID RISK ASSESSMENT IS IN PLACE.

## AGENDA

- 1 APOLOGIES FOR ABSENCE**
- 2 DECLARATIONS OF INTEREST AND DISPENSATIONS**
- 3 PUBLIC QUESTIONS AND COMMENTS –** (Fifteen minutes will be allowed)
- 4 MINUTES OF COUNCIL -** To approve and sign as an accurate record the Minutes of the Full Council Meeting 11/10/2021
- 5 POLICE MATTERS**
- 6 SHROPSHIRE COUNCIL MEMBER –** to receive verbal report from Cllr N Hignett
- 7 PLANNING**
  - 7.1 To receive and adopt the minutes of the planning committee meeting held on 4<sup>th</sup> October 2021.
  - 7.2 Verbal update report from Chairman of Planning Committee
  - 7.3 To consider additional councillor to join the Planning Committee
  - 7.4 Approval of draft Regulation 14 Neighbourhood Plan going out for consultation
- 8 STATUTORY BUSINESS/FINANCE**
  - 8.1 Receipts – to note income since the last meeting
  - 8.2 Payments for approval
  - 8.3 To note quarter 2 2021-22 bank reconciliation for all accounts
  - 8.4 To note quarter 2 2021-22 budget monitoring report
  - 8.5 To receive feedback from Internal Checker for quarter 1 and 2 2021-22
  - 8.6 To approve transfer of VAT income relating to payments for The Pavilion to the Pavilion Lloyds account from Unity current account = £1885.78
  - 8.7 To approve £30 for Cllr Manning to attend SALC 'Fundamentals of being a councillor' training in November
  - 8.8 To consider continuing account with Lawrences for stationery items – and setting up a new account as trading under a new name 'Lawrences', previously 'Lawrence Direct'
  - 8.9 To approve max. monthly fee of £9 for task management software for parish council staff team to aid remote working
  - 8.10 Approve £60 for Clerk and Deputy Clerk to attend SALC 'Managing projects' training
  - 8.11 Appoint additional councillor to F&GP Committee
- 9 RETROSPECTIVE APPROVAL FOR DECISIONS MADE UNDER DELEGATED AUTHORITY SINCE 11/10/21 COUNCIL MEETING**
- 10 CODE OF CONDUCT –**to consider adopting the LGA Code of Conduct
- 11 PAVILION STEERING GROUP –** to receive a verbal update from Cllr Fletcher
  - 11.1 To consider setting up a working group to look at options for future management structure for Pavilion.
  - 11.2 Update on business rates appeal for Pavilion building and approve continuation of contract with Berrys to carry out challenge.
  - 11.3 Update on Fire Risk Assessment review from Clerk
  - 11.4 Update on CNG gas supply
  - 11.5 Approve Risk Assessment as prepared by Clerk for Full Council meetings in The Pavilion
  - 11.6 Sales planting at entrance to Hall Bank site – decision about removal of planting
- 12 COUNCILLOR SURGERIES –** to consider recommendations from working group – possible event on 20/11
- 13 REQUEST FOR FUNDING FROM GOOD NEIGHBOURS SCHEME TOWARDS VOLUNTEERS EVENT IN DECEMBER**
- 14 POLES COPPICE –** to consider the following;
  - 14.1 Management report received from Ed Andrews and any questions raised
  - 14.2 Request for funding of £2000 for 2022-23
- 15 WELCOME BACK FUND –** to consider ideas put forward for how to spend the grant monies available
- 16 CHRISTMAS TREE ON SCHOOL GREEN –** to consider a request for Christmas Tree and lights on School Green,
- 17 ANPR PROJECT –** to receive a verbal update from Cllrs Fletcher and Evans
- 18 SOLAR LIGHTING UPDATE –** to approve the following:
  - 18.1 agreement with Minsterley Parish Council for ongoing maintenance, cleaning and repair costs for solar lights along the cycleway linking the two parishes and approve Clerk to sign agreement)
  - 18.2 Approval of final payment to Highline for works completed
  - 18.3 Approval of transfer of £2000 from CCLA account to Unity Current account
- 19 HEALTH AND SAFETY MATTERS –** to raise any parish council health and safety issues for parish council staff, buildings or activities including;
  - 19.1 Tree inspection survey report 2021. To consider quotes for recommended work and approve contractor to undertake works recommended
- 20 CLERK'S REPORT –** to receive a written report from the Parish Clerk
- 21 PARISH BUSINESS –** matters to be reported
- 22 DATE AND TIME OF NEXT MEETING -** **13<sup>th</sup> December 2021 at The Pavilion starting at 6.30pm**

*DMarais*

Clerk to the council 03/11/2021