

# Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT A **FULL COUNCIL MEETING OF PONTESBURY PARISH COUNCIL** WILL TAKE PLACE ON **MONDAY 10<sup>th</sup> JANUARY 2022 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**
- 4 **MINUTES OF COUNCIL** - To approve and sign as an accurate record the Minutes of the Full Council Meeting held on 8<sup>th</sup> November 2021 and the Extraordinary Parish Council meeting to discuss CIL on 13<sup>th</sup> October 2021
- 5 **POLICE MATTERS**
- 6 **SHROPSHIRE COUNCIL MEMBER** – to receive verbal report from Cllr R Evans
- 7 **PLANNING**
  - 7.1 To receive and adopt the minutes of the planning committee meeting held on 1<sup>st</sup> November and 6<sup>th</sup> December 2021.
  - 7.2 Verbal update report from Chairman of Planning Committee
- 8 **STATUTORY BUSINESS/FINANCE**
  - 8.1 Receipts – to note income since the last meeting
  - 8.2 Payments for approval
  - 8.3 To approve £270 for SLCC annual membership for Clerk
  - 8.4 To note Quarter 3 2021-22 budget monitoring report for PPC and Pavilion
  - 8.5 To note Quarter 3 2021-22 bank reconciliation report
  - 8.6 Budget for 2022-23 - Budget and precept levy recommendations from Finance & General Purposes Committee meeting on 9/12/21 – for decision
- 8.7 To approve that the Good Neighbour's Scheme keep the £500 grant towards a future thank you event
- 9 **RETROSPECTIVE APPROVAL FOR DECISIONS MADE UNDER DELEGATED AUTHORITY SINCE THE 8<sup>TH</sup> NOVEMBER 2021 FULL COUNCIL MEETING**
- 10 **FEEDBACK FROM JOINT CIL MEETING WITH HANWOOD PARISH COUNCIL**– to approve the following:
  - 10.1 Terms of Reference for the working group
  - 10.2 Working group to report back at February 2022 meeting
- 11 **PAVILION STEERING GROUP** – to receive monthly report from Deputy Clerk
  - 11.1 Approve recommendation for new metal gate for side entrance
- 12 **DISPENSATIONS FOR ABSENCE**
- 13 **REQUEST FOR FUNDING FOR ANPR PROJECT WITH HANWOOD AND MINSTERLEY PARISH COUNCILS**
- 14 **STREETLIGHTS ON PONTESBURY HILL** – to consider the request for additional lights on Pontesbury Hill
- 15 **RECOMMENDATIONS FROM FINANCE & GENERAL PURPOSES COMMITTEE MEETING-9/12/2021**
  - 15.1 Approval of minutes of Finance & General Purposes Committee meeting held on 9/9/2021
  - 15.2 Approval of amended Standing Orders
  - 15.3 Approval of updated Draft Strategic Plan
  - 15.4 Approval of Council Credit/Debit card with a maximum spend of £500 for purchases
- 16 **HEALTH AND SAFETY MATTERS** – to raise any parish council health and safety issues
- 17 **PLATINUM JUBILEE WORKING GROUP** – to receive verbal feedback and report from Deputy Clerk
- 18 **CLERK'S REPORT** – to receive a written report from the Parish Clerk on outstanding matters/action
- 19 **PARISH BUSINESS** – matters to be reported
- 20 **EXCLUSION OF THE PUBLIC**
- 21 **RECOMMENDATIONS FROM THE PERSONNEL COMMITTEE MEETINGS HELD 25/11/21 AND 6/1/22**
  - 21.1 Approval of minutes of Personnel Committee meetings held on 1/09/2021 and 25/11/2021
  - 21.2 Approval of Chester University Student Placement
  - 21.3 Approval of employment policies; Dignity at work; Disciplinary policy and Grievance policy
  - 21.4 Approval of £120 for Filca training
  - 21.5 Approval of £35 for a wifi keyboard/mouse and laptop riser for Building Assistant
  - 21.6 Approval of salary scale scp 11-14 for Building Assistant
  - 21.7 Delegated authority for Pavilion Management Group to obtain quotes for additional office space
  - 21.8 Approval of annual increment of 1 scp for all staff to take affect from 1 April 2022
  - 21.9 Consideration of staffing restructure and retrospective approval of engagement of Gwilym Rippon and Associates to undertake a staffing/salary evaluation for Pontesbury Parish Council for £350
  - 21.10 Recommendations following staff review by Gwilym Rippon and Associates (*Report to follow*)
- 22 **DATE AND TIME OF NEXT MEETING - 14<sup>th</sup> February 2022 at The Pavilion starting at 6.30pm**

Clerk to the council 06/01/2022 *DMarais*