

Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT A **MEETING OF PONTESBURY PARISH COUNCIL** WILL TAKE PLACE ON **MONDAY 26th SEPTEMBER 2022 AT THE PAVILION, HALL BANK AT 7.30PM.** www.pontesburyparishcouncil.org.uk

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 Extraordinary Full Council Meeting held on 20th July 2022 (*draft minutes available on parish council website*)
- 5 **POLICE MATTERS**
- 6 **SHROPSHIRE COUNCIL MEMBER** – to receive verbal report from Cllr R Evans
- 7 **PLANNING COMMITTEE**
 - 7.1 To receive and adopt the minutes of the planning committee meeting - 1st August 2022. (*Minutes on pc website*)
 - 7.2 Verbal update report from Chairman of Planning Committee
 - 7.3 Council to approve Reg.15 Neighbourhood Plan
- 8 **PAVILION COMMITTEE – Meeting held on 15/08/2022** - *draft minutes for meeting available on pc website*
 - 8.1 Pavilion update report from Deputy Clerk
- 9 **FINANCE AND GENERAL PURPOSES COMMITTEE – Meeting held on 01/09/2022** – *draft minutes for meeting available on pc website*
 - 9.1 To receive and adopt the minutes of the Finance & General Purposes Committee held on 12 May 2022 (*Minutes available on the parish council website*)
 - 9.2 Recommendation to Note Qtr 1 2022-23 bank reconciliation for all accounts
 - 9.3 Recommendation to Note Qtr 1 2022-23 budget monitoring report
 - 9.4 Approve amended earmarked reserves for 2022-23 as prepared by Clerk
 - 9.5 Approve transfer of £15,000 from Nationwide to Unity current account for general payments
 - 9.6 Approve remaining 'opted in' to external audit central procurement regime managed by SAAA
 - 9.7 Approve delegation to working party to draw up action plan for newsletter and report back to Oct meeting
 - 9.8 Approve parish council risk assessments and Business Continuity Plan as amended by Clerk (*Risk assessments and BCP available on parish council website*)
- 9.9 Approve parish council Fixed Asset Register as prepared by Clerk
- 10 **STATUTORY BUSINESS/FINANCE**
 - 10.1 Approval of reimbursement to Clerk of £95.88 for emergency purchase of defib pads for Cruckton village hall
 - 10.2 Approval of transfer of £24,276 (Hanwood Joint CIL projects) and £500 (election expenses) spent from reserves, from CCLA account to Unity current account
 - 10.3 Approval of payment of £40 for Levelling up training for Cllrs Hodges and Fletcher
 - 10.4 Approve continuation of Internet Banking and electronic payments – to be reviewed in 2024
 - 10.5 Receipts – to note income since the last meeting
 - 10.6 Payments for approval
 - 10.7 External Audit report – to receive and note
- 11 **FORMAL THANK YOU TO FORMER NEWSLETTER EDITOR**
- 12 **INSURANCE RENEWAL** – to receive and approve recommendations from working group
- 13 **CASUAL VACANCY** – to receive an update from the Clerk and consider volunteer for the Plealey noticeboard notices
- 14 **UPDATE ON ANPR PROJECT** – to receive a verbal update from Cllrs Fletcher, Trow, Hignett and Evans
 - 14.1 Approve ANPR policies and protocols as prepared by Clerk
- 15 **UPDATE ON QUIET LANE STATUS FOR POUND LANE** – to receive update from Cllr Heywood/Clerk
- 16 **REVIEW ELECTRONIC BANKING POLICY AND INTERNET BANKING MANDATE** – to approve policy as amended by Clerk and add Finance Officer to mandate
- 17 **ANNUAL REPORT** – to receive feedback on 2021-22 report and make recommendations for 2022-23 report
- 18 **COST OF LIVING INCREASES** – to consider concern raised by Cllr Pritchard
- 19 **REMEMBRANCE SUNDAY** – approval of donation payment for wreath payable to Royal British Legion Poppy Appeal and confirm that Parish Council Chairman will lay wreath on behalf of the Parish Council
- 20 **REVIEW DISPENSATIONS FOR ABSENCE** – to review dispensations for absence due to COVID
- 21 **HEALTH AND SAFETY MATTERS** – to raise any parish council health and safety issues
 - i) Review Defibrillator Management Policy
 - ii) First aid training in Cruckton and Pontesbury
- 22 **CLERK'S REPORT** – to receive a written report from the Parish Clerk
- 23 **PARISH BUSINESS** – matters to be reported including decision about Book of Condolence
- 30 **DATE AND TIME OF NEXT MEETING** - **10th October 2022 at The Pavilion starting at 6.30pm**

