

# Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT A MEETING OF PONTESBURY PARISH COUNCIL WILL TAKE PLACE ON MONDAY 13<sup>th</sup> JUNE 2022 AT CRUCKTON VILLAGE HALL AT 7.30PM.

## AGENDA

- 1 **ELECTION BY CO-OPTION OF A PARISH COUNCILLOR FOR CRUCKTON WARD** – to receive and, consider applications and approve co-option of Parish Councillor for Cruckton ward
- 2 **APOLOGIES FOR ABSENCE**
- 3 **DECLARATIONS OF INTEREST AND DISPENSATIONS**
- 4 **PUBLIC QUESTIONS AND COMMENTS** – (Fifteen minutes will be allowed)
- 5 **MINUTES OF COUNCIL** - To approve and sign as an accurate record the Minutes of the Extraordinary Full Council Meeting held on 9<sup>th</sup> May with an amendment to show £19975 was transferred from Unity to Lloyds Pavilion account not the £26,700 stated in error on May agenda
- 6 **POLICE MATTERS**
- 7 **SHROPSHIRE COUNCIL MEMBER** – to receive verbal report from Cllr R Evans
- 8 **PLANNING**
  - 8.1 To receive and adopt the minutes of the planning committee meetings held on 3<sup>rd</sup> May 2022.
  - 8.2 Verbal update report from Chairman of Planning Committee
  - 8.3 To consider recommendations from Cllrs Hodges/Fletcher in response to Shropshire Council draft 'housing allocation policy' consultation
- 9 **STATUTORY BUSINESS/FINANCE**
  - 9.1 Receipts – to note income
  - 9.2 Payments for approval
  - 9.3 To retrospectively approve payment of £150 for Clerk/Chair to attend a NALC conference (virtually) about Empowering Communities in November
  - 9.4 To approve updated 2022-23 reserves document
  - 9.5 To retrospectively approve £72 for SLCC Minutes & Agendas training for Clerk (CILCA)
  - 9.6 To approve £900 quote from Marches Energy Agency to conduct the carbon/energy audit for The Pavilion as recommended by Pavilion Committee
  - 9.7 To approve £141 for 13<sup>th</sup> Ed. Local Council Administration (parish council currently has 11<sup>th</sup> Ed.)
  - 9.8 To approve May 2022 consultation fee of £330 from ANPRcheq and one-off payment of £283.48 which relates to an error and undercharge for previous months' consultancy fees
  - 9.9 To approve £30 for SALC training on VAT for Clerk
- 10 **PUBLIC TOILETS** – to consider quotes for cleaning the toilets
- 11 **AUDIT**
  - 11.1 Audit Annual Return for the year ended 31 March 2022 – to approve the Annual Governance Statement
  - 11.2 Audit Annual Return for the year ended 31 March 2022 – to approve the finance report & accounting statements for 2021/22 and Chair to sign
  - 11.3 Note Intention to publish the Notice of Elector's Rights on 14 June
- 12 **HEALTH AND SAFETY MATTERS** – to raise any parish council health and safety issues
  - 12.1 Consider recommendations from Cllrs Hignett/Fletcher about the potholes outside the Trading Post building
- 13 **RECOMMENDATIONS FROM PERSONNEL COMMITTEE** – to consider following recommendations
  - 13.1 To approve re-advertising position of Finance/Admin Officer at a wider scale (scp18-23 and include the possibility of progression to Responsible Financial Officer – (dependent on skills & experience)
- 14 **PLATINUM JUBILEE WORKING GROUP** – to receive report from Cllr S Davies
- 15 **VACANCIES ON F&GP AND PAVILION COMMITTEES** – to appoint councillors to these vacancies
- 16 **PARISH COUNCIL ANNUAL REPORT 2021-22** – to consider Annual Report as prepared by Clerks
- 17 **APPROVE AMENDED STANDING ORDERS DOCUMENT** - to approve updated SO document
- 18 **ENVIRONMENTAL MAINTENANCE GRANT** – to consider an application for 2022-23 grant
- 19 **FRIENDS OF PONTESBURY CEMETERY** – to consider request to appoint a parish council representative to this group
- 20 **SHROPSHIRE COUNCIL LIBRARY STRATEGY CONSULTATION** –to consider a parish council response
- 21 **CLERK'S REPORT** – to receive a written report from the Parish Clerk
- 22 **PARISH BUSINESS** – matters to be reported
- 23 **DATE AND TIME OF NEXT MEETING** - 11<sup>th</sup> July 2022 at Habberley Village Hall at 7.30pm

*DMarais*

Clerk to the council 7/06/2022

Clerk: Debbie Marais, 8 Holbache Rd, Oswestry, Shropshire, SY11 1RP Tel: 01691 661157 Email: [clerk@pontesburypc.org.uk](mailto:clerk@pontesburypc.org.uk)