

# Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT A **FULL COUNCIL MEETING OF PONTESBURY PARISH COUNCIL** WILL TAKE PLACE ON **MONDAY 13<sup>th</sup> SEPTEMBER 2021 AT THE PAVILION, HALL BANK AT 7.30PM**. 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 held on 12<sup>th</sup> July 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 2<sup>nd</sup> August 2021.
  - 7.2 Verbal update report from Chairman of Planning Committee
  - 7.3 To consider and approve contractor to produce art-work for Neighbourhood Plan
- 8 **STATUTORY BUSINESS/FINANCE**
  - 8.1 Receipts – to note income since the last meeting
  - 8.2 Payments for approval
  - 8.3 Approval of £30 for SALC budget setting training for Deputy Clerk, £30 for GDPR training/£30 for Sustainability & Climate Change Training for Clerk, £50 for Charitable Trusts training for Cllr D Fletcher
  - 8.4 Approval of transfer of Pavilion budget of £19992.12 from Pavilion budget agreed January 2021, from Unity to Pavilion Lloyds account
  - 8.5 Approval of reimbursement of £475 for Parish Online training to Neighbourhood Fund budget as most work has been of benefit to general council work e.g. Asset Register and as the Neighbourhood Fund budget is limited.
  - 8.6 Increase maximum budget for tree inspection report to £800 to include Hall Bank areas and delegate authority to Clerk and Cllrs Fletcher and Lewis to consider quotes and appoint contractor and to report back to October full council meeting.
  - 8.7 To note quarter 1 2021-22 bank reconciliation for all accounts
  - 8.8 To note quarter 1 2021-22 budget monitoring report
- 9 **RECOMMENDATIONS FROM FINANCE & GENERAL PURPOSES COMMITTEE MEETING ON THURSDAY 9 SEPTEMBER 2021**
- 10 **RETROSPECTIVE APPROVAL FOR DECISIONS MADE UNDER DELEGATED AUTHORITY SINCE 12/07/2021**
- 11 **INSURANCE RENEWAL** – to consider quotes for a 3 year renewal contract
- 12 **CASUAL VACANCY** – to receive an update from the Clerk
- 13 **PAVILION STEERING GROUP**
  - 13.1 To receive a verbal report and update from Cllr D Fletcher including feedback from the Pavilion Subgroup.
  - 13.2 To approve delegated authority to Deputy Clerk in consultation with Cllrs Fletcher/Hignett and Evans to appoint a cover cleaner for Pavilion for sickness/annual leave with a maximum budget of £13/hour
  - 13.3 To approve reinstatement of Parish/Shropshire Councillor surgeries at The Pavilion
  - 13.4 To approve request from Ark nursery to use The Pavilion for an emergency evacuation
- 14 **COMMUNITY INFRASTRUCTURE LEVY** – to receive an update from Cllr D Fletcher on the Joint CIL Working Group meeting with Hanwood Parish Council and consider dates for an Extraordinary Meeting of Full Council to look at Neighbourhood Fund potential projects within the parish
- 15 **MINSTERLEY TO PONTESBURY CYCLEWAY SOLAR LIGHTING PROJECT** - to receive an update
- 16 **PARISH OF PONTESBURY: DIVERSION OF FOOTPATH 14 (part), UNDER THE PROVISION OF THE HIGHWAYS ACT s119**
- 17 **REQUEST FOR FUNDING FROM VICTIM SUPPORT** – to consider request for funding from Victim Support
- 18 **REQUEST FOR FUNDING FOR CEMETERY MAINTENANCE** – to consider request for funding from St George's Church
- 19 **SMARTWATER** – to consider Smartwater scheme for the parish
- 20 **WORKING GROUP FOR PLATINUM JUBILEE 2020** – to consider setting up a working group along with Hanwood and Minsterley parish councils to look at potential events
- 21 **DEFIBRILLATOR MANAGEMENT POLICY** – to consider the policy drafted by Deputy Clerk and to delegate responsibility to Deputy Clerk to carry out maintenance checks
- 22 **WEBSITE ACCESSIBILITY WORK** – to consider quotes for audit and action plan to improve website accessibility
- 23 **PARISH NEWSLETTER** -to approve regular Ward updates by councillors in the Parish Newsletter.
- 24 **HEALTH AND SAFETY MATTERS** – to raise any parish council health and safety issues
- 25 **CLERK'S REPORT** – to receive a written report from the Parish Clerk
- 26 **PARISH BUSINESS** – matters to be reported
- 27 **EXCLUSION OF THE PRESS & PUBLIC**
- 28 **APPROVAL OF RECOMMENDATIONS FROM PERSONNEL COMMITTEE MEETING ON 1<sup>ST</sup> SEPTEMBER 2021**
- 29 **OFFICIAL COMPLAINT RECEIVED BY PARISH COUNCIL** – to consider response
- 30 **DATE AND TIME OF NEXT MEETING -11<sup>th</sup> October 2021 at The Pavilion starting at 7.30pm**

*DMarais*

Clerk to the council 08/09/2021

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