

Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT A **FULL COUNCIL MEETING OF PONTESBURY PARISH COUNCIL** WILL TAKE PLACE ON **MONDAY 13th DECEMBER 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 held on 8th November 2021 and the Extraordinary Parish Council meeting to discuss CIL on 13th October
- 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 1st November 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 £75 for Deputy Clerk to attend SLCC Practitioners conference in February 2022
 - 8.4 To approve a donation of £300 (S.137) for Christmas lights/stand for the Hall Bank Christmas tree
 - 8.5 Approval of £200 for a printer for Deputy Clerk
- 9 **RETROSPECTIVE APPROVAL FOR DECISIONS MADE UNDER DELEGATED AUTHORITY SINCE THE 8TH NOVEMBER 2021 FULL COUNCIL MEETING**
- 10 **FEEDBACK FROM JOINT CIL MEETING WITH HANWOOD PARISH COUNCIL**– to receive a verbal update from Cllrs Fletcher and Evans and approve the following:
 - 10.1 Terms of Reference for Joint Working group with Hanwood
 - 10.2 Nomination of Councillors to represent Pontesbury Parish Council on the joint working group
- 11 **PAVILION STEERING GROUP** – to receive monthly report from Deputy Clerk
- 12 **DISPENSATIONS FOR ABSENCE**

To resolve: For all future parish council meetings, Under Section 85 LGA 1972, reasons for absence relating to COVID-19 are approved for all Pontesbury Parish Council Parish Councillors to be reviewed in May 2022
- 13 **MODEL LETTER TO MP RELATING TO REMOTE MEETINGS** – to consider parish council response
- 14 **PONTESBURY AND WORTHERN MEDICAL PRACTICE** – to consider feedback from Pontesbury Parish Council
- 15 **FEEDBACK FROM EMERGENCY PLAN WORKING GROUP MEETING ON MONDAY 6TH DECEMBER 2021** – to receive a verbal report from Cllrs Fletcher, Hignett and Evans
- 16 **REQUEST FOR FUNDING FOR ANPR PROJECT WITH HANWOOD/MINSTERLEY PARISH COUNCILS**
- 17 **STREETLIGHTS ON PONTESBURY HILL** – to consider the request for additional lights on Pontesbury Hill
- 18 **RECOMMENDATIONS FROM F & GP COMMITTEE MEETING ON 9TH DECEMBER 2021** including:
 - 18.1 Approval of minutes of Finance & General Purposes Committee meeting held on 9/9/2021
 - 18.2 Approval of amended Standing Orders
 - 18.3 Approval of updated Draft Strategic Plan
 - 18.4 Consideration of Financial Budget for 2022/23
 - 18.5 Consideration of Council Credit/Debit card
- 19 **HEALTH AND SAFETY MATTERS** – to raise any parish council health and safety issues for parish council
- 20 **CLERK'S REPORT** – to receive a written report from the Parish Clerk
- 21 **PARISH BUSINESS** – matters to be reported
- 22 **EXCLUSION OF THE PUBLIC**
- 23 **RECOMMENDATIONS FROM THE PERSONNEL COMMITTEE MEETING HELD ON 25TH NOVEMBER 2021**
 - 23.1 Approval of minutes of Personnel Committee meeting held on 1/09/2021
 - 23.2 Approval of Chester University Student Placement
 - 23.3 Approval of employment policies; Dignity at work; Disciplinary policy and Grievance policy
 - 23.4 Approval of £120 for Filca training for Deputy Clerk
 - 23.5 Consideration of quotes for additional office space for parish council staff at The Pavilion
 - 23.6 Approval of £35 for a wifi keyboard/mouse and laptop riser for Building Assistant
 - 23.7 Approval of salary scale for Building Assistant
 - 23.8 Approval of annual increment for all staff to take affect from 1 April 2022
 - 23.9 Consideration of staffing restructure and retrospective approval of engagement of Gwilym Rippon to undertake a staffing/salary evaluation for Pontesbury Parish Council for £350.
- 24 **DATE AND TIME OF NEXT MEETING** - **10th January 2022 at The Pavilion starting at 6.30pm**

Clerk to the council 08/12/2021

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