

Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT AN EXTRAORDINARY FULL COUNCIL MEETING (VIRTUAL) OF PONTESBURY PARISH COUNCIL WILL TAKE PLACE ON MONDAY 14th SEPTEMBER 2020 ON THE ZOOM PLATFORM, AT 7PM. LINK ON PARISH COUNCIL WEBSITE www.pontesburypc.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 the Minutes of the Extraordinary Parish Council Meeting held on 13th July 2020 (*draft minutes for this meeting can be viewed on the parish council website*)
- 5 **SHROPSHIRE COUNCIL MEMBER** – To receive report from Cllr N Hignett
- 6 **STATUTORY BUSINESS/FINANCE**
 - 6.1 Receipts – to note income since the last meeting
 - 6.2 Payments for approval
 - 6.3 Retrospective approval of all payments since last meeting on 13/7/2020
 - 6.4 Approval of delegated authority to Cllrs Hignett, Fletcher, Evans and Clerk to decide on new electricity supplier for public toilets and School Green streetlights
 - 6.5 To note feedback from Cllr P Heywood following internal checks carried out for Qtr 1 2020-21
 - 6.6 Approval of delegated authority to Cllrs Hignett, Fletcher, Evans and Clerk to investigate CCLA account in order to satisfy FCSC compensation scheme and report back to October meeting
- 7 **RETROSPECTIVE APPROVAL OF DECISIONS MADE** – to consider and approve decisions made under delegated powers since Extraordinary meeting held on 13 July 2020
- 8 **ACCOUNTING PACKAGE FOR PARISH COUNCIL** –
 - i) To approve retrospectively decision made under delegated authority to Cllrs Hignett, Evans, Fletcher and Clerk to purchase Scribe with year 1 set-up costs of £708 and ongoing annual charge of £385.
 - ii) To approve maximum budget of one-off cost of £250 for data input of accounts to date for 2020-21 and Clerk training to set up the system
 - iii) Approval of re-numbering payments made since April 2020 to align with new accounting package and amending necessary Receipts & Payments reports and minutes to show new numbering system
- 9 **PAVILION UPDATE** – To receive verbal update from Cllr D Fletcher and to approve the following;
 - i) Terms of Reference for Pavilion Steering Group
 - ii) Nominate parish council representatives for the Pavilion Steering Group
 - iii) Delegated authority to Cllrs Hignett, Evans and Fletcher to invite members to first Steering Group meeting to be held in September
 - iv) to retrospectively approve decision to engage Berrys to appeal against rateable value of £28,750
 - v) Approve maximum budget of £2500 for awning for side of Pavilion for outdoor protection and delegated authority to Cllrs Hignett, Evans, Fletcher and Clerk to approve purchase
- 10 **SHROPSHIRE COUNCIL LOCAL PLAN CONSULTATION** – to consider parish council response and delegate authority to Cllrs Hodges and Fletcher to respond on behalf of parish council
- 11 **PCC TOWN & PARISH COUNCIL CONSULTATION** – to delegate authority to Chair and Clerk to co-ordinate councillor comments and respond on behalf parish council
- 12 **BT CONSULTATION** – to consider a parish council response to the August 2020 listing of phone boxes to be removed.
- 13 **PARISH COUNCIL INSURANCE RENEWAL** – to approve delegated authority to Cllrs Hignett, Evans, Fletcher and Clerk to examine renewal notice and authorise renewal.
- 14 **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
- 15 **PLAY AREA REPORT** – to delegate authority to Cllrs Evans, Hignett, Fletcher and Clerk to organise urgent repairs for play area
- 16 **CLERK'S REPORT** – to receive a written report from the Parish Clerk on outstanding matters and
- 17 **EXCLUSION OF THE PUBLIC**
- 18 **RECOMENDATIONS FROM PERSONNEL COMMITTEE MEETING HELD ON MONDAY 7 SEPTEMBER 2020**
- 19 **DATE AND TIME OF NEXT MEETING** – Monday 12th October 2020 at 7pm on Zoom.

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Clerk to the council 9/9/2020

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