

Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT A FULL COUNCIL MEETING OF PONTESBURY PARISH COUNCIL WILL TAKE PLACE ON THURSDAY 24th JUNE 2021 AT CRUCKTON VILLAGE HALL AT 7.30PM. A COVID RISK ASSESSMENT IS IN PLACE.

AGENDA

- 1. ELECTION BY CO-OPTION OF TWO PARISH COUNCILLORS FOR PONTESBURY WARD**
To receive and consider applications and approve co-option of Parish Councillors for Pontesbury Ward (*paper attached*). Two vacancies exist.
- 2. APOLOGIES FOR ABSENCE**
- 3. DECLARATIONS OF INTEREST AND DISPENSATIONS**
 - a. To receive declarations of interest from Councillors on items on the agenda
(*Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a Disclosable Pecuniary Interest, whether or not the Interest is entered in the Register of Members' Interests maintained by the Monitoring.*)
 - b. To grant any requests for dispensation as appropriate.
- 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 Annual Council Meeting held on 17th May 2021 (*attached*)
- 6. POLICE MATTERS**
- 7. SHROPSHIRE COUNCIL MEMBER** – to receive a verbal report from Cllr N Hignett
- 8. PLANNING**
 - a. To receive and adopt the minutes of the Planning Committee meeting held on 4th May 2021.
 - b. To receive a verbal update from the Chairman of the Planning Committee.
- 9. STATUTORY BUSINESS/FINANCE**
 - a. Receipts – to note income since the last meeting – (*to be tabled at the meeting*)
 - b. Payments for approval – (*to be tabled at the meeting*)
- 10. FINANCE MATTERS** - To review the following Council Finance papers and sign off as an accurate record. (*papers attached unless stated otherwise*)
 - a. 2020-2021 Receipts & payments as prepared by the Clerk
 - b. 2020-2021 Year End bank reconciliation as prepared by the Clerk
 - c. 2020-2021 Year End budget monitoring as prepared by the Clerk
 - d. Annual Financial report and Explanation of Variance as prepared by the Clerk
 - e. Pontesbury Parish Newsletter – increase pages to 16 from 12 and approval of quote recommended for 3-year printing contract (*recommendation report to follow by email*)
 - f. Street Lighting Joint Energy Agreement
 - g. To note and approve the increase in mobile phone charges for the Deputy Clerk's mobile phone
- 11. STANDING ORDERS AND FINANCIAL REGULATIONS**
Agree the updated Standing Orders and Financial Regulations (*attached*)
- 12. TRANSFER OF FUNDS FROM UNITY TO CCLA TO SATISFY FINANCIAL SERVICES COMPENSATION SCHEME**
To consider the transfer of £110,000 to CCLA account
- 13. AUDIT**
 - a. Note Internal Audit report (*Action Required – to be discussed at the next F&GP meeting, comments attached*)
 - b. Audit Annual Return for the year ended 31st March 2021 – to approve the Annual Governance Statement (*papers attached*)
 - c. Audit Annual Return – to approve the finance report & accounting statements for 2020-2021 (*paper attached*). Chairman and Clerk to sign.
 - d. Intention to publish the Note of Elector's Rights on 28th June 2021 and upload the Notice and AGAR pages to the Council website.
- 14. TO ELECT MEMBERS TO COMMITTEES**
One vacancy exists on the following committees. Council are requested to elect one member to each:
 - a. Planning Committee
 - b. Finance & General Purposes Committee
- 15. PAVILION STEERING GROUP**
To receive a verbal report and updated from Cllr D Fletcher, including approval of the following documents as recommended by the Pavilion Steering Group (*papers attached*):
 - a. Hire Charges Report
 - b. Conditions of Use
 - c. Booking Form
- 16. PONTESBURY CLIMATE EMERGENCY ACTION GROUP**
To receive and note a verbal report from Cllr D Fletcher.
- 17. REQUEST FOR FUNDING**
To receive a request for funding from the Good Neighbour's Scheme (*attached*).
- 18. JOINT MEETING WITH HANWOOD PARISH COUNCIL**
A joint meeting with Hanwood Parish Council members is proposed to take place to discuss the 50% CIL agreement. Councillors are requested to consider the report (*to follow*) and:
 - a. Consider and approve the group as a joint committee or a working group
 - b. Nominate Pontesbury Parish Council representatives to be part of this group
 - c. Agree a date after 5th July 2021 for the inaugural joint meeting
- 19. PARISH BUSINESS** – matters to be reported.
- 20. DATE OF NEXT MEETING** The next meeting of Pontesbury Parish Council is scheduled to take place on **Monday 12th July 2021 at Habberley Village Hall starting at 7.30pm.**

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Clerk to the council 11/05/2021