

# **Pontesbury Parish Council**

NOTICE IS HEREBY GIVEN THAT THE NEXT MEETING OF PONTESBURY PARISH COUNCIL PAVILION COMMITTEE MEETING WILL TAKE PLACE ON MONDAY 20<sup>TH</sup> FEBRUARY 2023 AT 6.30pm IN THE PAVILION, HALL BANK, PONTESBURY, SY5 0RF.

PLEASE EMAIL IF YOU WILL BE ATTENDING [deputy@pontesburypc.org.uk](mailto:deputy@pontesburypc.org.uk)

## **AGENDA**

### **1. APOLOGIES FOR ABSENCE**

### **2. DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE CODE OF CONDUCT**

### **3. MINUTES OF PREVIOUS MEETING**

To approve & sign the minutes of the meeting held on 19th December 2022.

### **4. PUBLIC QUESTIONS AND COMMENTS – (Fifteen minutes will be allowed)**

### **5. PAVILION ADMINISTRATIVE MATTERS**

a. To receive updated Receipts & Payments report from Scribe.

b. To note the new Pavilion insurance document from Ansvar.

c. To delegate authority to Deputy Clerk, in conjunction with Committee Chairman and one other Councillor to review the Pavilion Risk Assessment and report to Council.

d. To delegate authority to Deputy Clerk to review the Pavilion business continuity plan and bring back to March Pavilion Committee meeting.

e. To consider property service contracts and decide which to recommend to Council to sign.

### **6. FOPL**

To receive a report from FoPL.

### **7. REVIEW ONGOING MATTERS**

a. Office Space. A plan has been drawn up and quotes are in the process of being received. To note that quotes will be brought to the March Pavilion Committee meeting.

b. CIO. To receive an email from Steve Parkinson, Steve Parking Partnership, regarding the legality of the Council becoming the Board of Trustees for the Pavilion CIO – to discuss next steps.

### **8. RENEWABLE ENERGY**

To receive the Pavilion Energy Efficiency report from Marches Energy Agency and agree the next steps.

### **9. DATE OF NEXT MEETING**

The next meeting of the Planning Committee is scheduled to take place on Monday 20th March 2023 at 6.30pm, in Pavilion, Hall Bank, Pontesbury, SY5 0RF.