

Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT THE **ANNUAL MEETING OF THE PARISH COUNCIL** WILL TAKE PLACE ON **MONDAY 13th MAY 2024 AT THE PAVILION, HALL BANK AT 7.30PM.** www.pontesburyparishcouncil.org.uk

AGENDA

- 1 **ELECTION OF CHAIRMAN FOR 2024/25**
- 2 **ELECTION OF VICE CHAIRMAN FOR 2024/25**
- 3 **APOLOGIES FOR ABSENCE**
- 4 **DECLARATIONS OF INTEREST AND DISPENSATIONS**
- 5 **PUBLIC QUESTIONS AND COMMENTS** – (Fifteen minutes will be allowed)
- 6 **MINUTES OF COUNCIL** - To approve the Minutes of the Parish Council Meeting held on 8th April 2024
- 7 **TERMS OF REFERENCE FOR COMMITTEES** – To approve the following Terms of Reference be adopted:
 - 7.1 Finance and General Purposes Committee;
 - 7.2 Planning Committee;
 - 7.3 Personnel & HR Committee;
 - 7.4 Pavilion Committee;
 - 7.5 Emergency Planning Working Group:
- 8 **COMMITTEES AND STEERING GROUPS**– to consider appointment of members
 - 8.1 Finance & General Purposes committee (Ten members)
 - 8.2 Planning committee – (Ten members)
 - 8.3 Personnel Committee – (Five members)
 - 8.4 Pavilion Committee (Five members)
 - 8.5 Emergency Planning Working Group (members to include five parish councillors/to include Snow Warden)
- 9 **APPOINTMENT OF REPRESENTATIVES** - To confirm the appointment of representatives on outside bodies.
- 10 **DATES AND TIMES OF ORDINARY MEETINGS** - To confirm the dates/times of meetings
- 11 **ANNUAL REPORT** -To receive and NOTE the Parish Council Annual Report for 2023-24
 - 11.1 To approve cost of printing the report as a colour insert in the June newsletter
- 12 **POLICE MATTERS** – to receive a report from a member of the Local Policing Team
- 13 **COMMUNITY REPORT** – to receive a report from Cllr Davies on the work of Rea Valley Good Neighbour Scheme.
- 14 **SHROPSHIRE COUNCIL MEMBER** – to receive verbal report from Cllr N Hignett
- 15 **PLANNING**
 - 15.1 To receive and adopt the minutes of the planning committee meeting held on 2nd April 2024
 - 15.2 Verbal update report from Chairman of Planning Committee
 - 15.3 **PLANNING REFERENCE: 24/01442/FUL:** DEVELOPMENT PROPOSED: Erection of a domestic solar array, inverter building and ancillary works on land to rear of Larkfield and Rosedene: **LOCATION:** Brook House, Asterley, Minsterley
 - 15.4 **PLANNING REFERENCE - 24/01602/LBC:** DEVELOPMENT PROPOSED - Changing of existing softwood windows and doors to new hardwood windows and doors to annex. **LOCATION:** - Asterley Hall , Asterley, Minsterley,
- 16 **PAVILION COMMITTEE**
 - 16.1 To receive and adopt the minutes of the Pavilion Committee meeting held on 29th January 2024
 - 16.2 To receive and NOTE written report from the Pavilion Committee meeting held on 22nd April 2024
 - 16.3 To approve Pavilion Hire Concessions Policy as recommended by Pavilion Committee
 - 16.4 To approve recommendation from Pavilion Committee that room hire charges remain at their current rates
- 17 **NEWSLETTER WORKING GROUP**
 - 17.1 Approve reduction of newsletters to 10 per year having a Dec/January edition and no August edition
 - 17.2 Approve newsletter advert charges remaining at the current price, for 2024-25
- 18 **STATUTORY BUSINESS/FINANCE**
 - 18.1 Receipts – to note income since the last meeting
 - 18.2 Payments for approval
 - 18.3 To receive and NOTE annual summary of accounts for 2023-24
 - 18.4 To approve the Streetlight Joint Energy Agreement 2024-25
 - 18.5 To approve recommendation from Newsletter Working Group – maintain newsletter advert fees at current rates
 - 18.6 To approve maximum budget of £250 for D-Day celebrations from the Community Grants budget of £2000
 - 18.7 To receive update from Clerk regards Pontesbury Ward Councillor vacancy
 - 18.8 To approve transfer of precept monies (£221,188) from the Pavilion Lloyds account to CCLA
- 19 **RESIDENT SURVEY FOR CRUCKTON/CRUCKMEOLE/POUND LANE** –receive verbal update from 18/4/24 meeting
 - 19.1 To approve delegated authority to working group to conduct survey during June and report back results to July meeting
 - 19.2 To approve Terms of Reference for Working Group
- 20 **CLERK'S REPORT** – to receive a written report from the Parish Clerk on outstanding matters and action
- 21 **PARISH BUSINESS** – matters to be reported
- 22 **DATE AND TIME OF NEXT MEETING** – **Monday 10th June 2024 at Cruckton Village Hall, starting at 7.30pm**



Clerk to the council 07/05/2024

Parish Clerk: Debbie Marais Tel: 01691 661157 Email: clerk@pontesburypc.org.uk