

Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT THE **ANNUAL COUNCIL MEETING OF PONTESBURY PARISH COUNCIL** WILL TAKE PLACE ON **TUESDAY 9TH MAY 2023 AT THE PAVILION, HALL BANK, SY5 0RF AT 7.30PM.** www.pontesburyparishcouncil.org.uk

AGENDA

- 1 ELECTION OF CHAIRMAN FOR 2023/24**
- 2 ELECTION OF VICE CHAIRMAN FOR 2023/24**
- 3 APOLOGIES FOR ABSENCE**
- 4 DECLARATIONS OF INTEREST AND DISPENSATIONS**
 - 4.1 To receive declarations of interest from councillors on items on the agenda
 - 4.2 To grant any requests for dispensation as appropriate
- 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 11th April 2023 (attached)**
- 7 TERMS OF REFERENCE FOR COMMITTEES – To approve that the Council retains/adopts the following Committees and that the amended terms of reference of the following Committees be adopted:**
 - 7.1 Finance and General Purposes Committee;
 - 7.2 Planning Committee;
 - 7.3 Personnel & HR Committee;
 - 7.4 Pavilion Committee;
 - 7.5 Neighbourhood Plan Steering Group;
 - 7.6 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 Neighbourhood Plan Steering Group (members to include four parish councillors)
 - 8.6 Emergency Planning Working Group (members to include five parish councillors/to include Snow Warden)
- 9 APPOINTMENT OF REPRESENTATIVES - To confirm the appointment of representatives to serve on the various outside bodies**
- 10 DATES AND TIMES OF ORDINARY MEETINGS - To confirm the dates and times of ordinary meetings of the Council and Committees**
- 11 FINANCIAL REGULATIONS AND STANDING ORDERS**

To receive and approve updated Financial Regulations and Standing Orders
- 12 POLICY – to receive a draft policy for approval regarding eye tests & purchase of spectacles for display screen equipment (DSE) users.**
- 13 POLES COPPICE**

Poles Coppice funding request for £700 toward logging event.
- 14 POLICE MATTERS – to receive a report from a member of the Local Policing Team**
- 15 COMMUNITY REPORT – to receive a report from Cllr Davies on the work of Rea Valley Good Neighbour Scheme.**
- 16 SHROPSHIRE COUNCIL MEMBER – to receive verbal report from Cllr R Evans**
- 17 PLANNING**
 - 17.1 To receive and adopt the minutes of the planning committee meeting held on 3rd April.
 - 17.2 Verbal update report from Chairman of Planning Committee
- 18 PAVILION**
 - 18.1 To note updated Pavilion Risk Assessment as agreed by Pavilion Committee
 - 18.2 To note updated Business Continuity Plan for Pavilion as agreed by Pavilion Committee
- 19 STATUTORY BUSINESS/FINANCE**
 - 19.1 Receipts – to note income since the last meeting
 - 19.2 Payments for approval
 - 19.3 To approve a payment of £5,677.71+VAT to Lanyon Bowdler, Solicitors for work carried out on the public open spaces and attenuation pond transfer (amount discounted by 20%)
 - 19.4 To approve annual payment for the Joint Energy Agreement of £8,084.06 plus VAT.
 - 19.5 To approve payment to a locum project manager of £25/hour at 10 hours per month (£250 per month) via the key person insurance claim to carry out the LED streetlight & column project.
 - 19.6 To approve payment for ALC Affiliation Fees of £1,395.54
- 20 CLERK'S REPORT – to receive a written report from the Parish Clerk on outstanding matters and action taken since the last Council meeting**
- 21 PARISH BUSINESS – matters to be reported**
- 22 DATE AND TIME OF NEXT MEETING – Monday 12th June 2022 at Cruckton Village Hall, Cruckmeole starting at 7.30pm**