

Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT THE NEXT MEETING OF PONTESBURY PARISH COUNCIL FINANCE & GENERAL PURPOSES COMMITTEE WILL TAKE PLACE ON WEDNESDAY 9 DECEMBER 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. MINUTES OF COUNCIL** - To approve the Minutes of the Finance & General Purposes Committee Meeting held on 4 December 2019
- 4. FIXED ASSET REGISTER** – to recommend for adoption at full council meeting on 14th December 2020, updated asset register (updated to include Pavilion items and as entered onto new accounting software)
- 5. RISK ASSESSMENT (ORGANISATIONAL AND FINANCIAL) AND BUSINESS CONTINUITY PLAN** – for annual review and recommendation for approval at full council meeting on 14th December 2020.
- 6. COVID BUSINESS GRANT £10,000** – to consider and recommend for approval use of £10,000 grant received from Shropshire Council, to mitigate additional Pavilion costs and loss of income due to COVID.
- 7. CCLA FUND** – to approve delegated authority to Clerk and Cllrs Fletcher, Hignett and Evans to initiate use of CCLA Fund for parish council funds not covered by FSCS and to report amount to be transferred from Unity current account to CCLA fund to full council at 11 January 2021
- 8. DRAFT PARISH COUNCIL STRATEGIC PLAN 2021-24** to consider draft plan as drawn up by Clerk and make recommendations for approval of draft plan, at full council meeting on 14th December 2020. Plan then to undergo public consultation during 2021.
- 9. FINANCIAL BUDGET FOR 2021/22** – Prepare budget and recommendation for precept request for approval by full Council meeting on the 13th January 2020.
- 10. RECOMMENDATIONS FROM PERSONNEL COMMITTEE MEETING ON 1 DECEMBER 2020.** To consider the following recommendations from the personnel committee;
 1. To approve that NJC agreed minimum leave entitlement from 21 to 22 days for employees with less than five year's service with a pro-rata entitlement for part-time employees.
 2. To approve the appointment of Deputy Clerk on 18.5 hours per week on NALC scp. 22 £13, 600 (£27,041 FTE), on a permanent contract with three months probationary period.
 3. To approve delegated authority to Personnel Committee to undertake the recruitment process in order to have someone in post by 1 April 2021.



Debbie Marais - Clerk to the Council
3 December 2020