

Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT A MEETING OF PONTESBURY PARISH COUNCIL
WILL TAKE PLACE ON MONDAY 10 FEBRUARY 2020 AT MARY WEBB SCHOOL AT 7.30PM

AGENDA

- 1 **APOLOGIES FOR ABSENCE**
- 2 **DECLARATIONS OF INTEREST AND DISPENSATIONS**
- 3 **PUBLIC QUESTIONS AND COMMENTS** – (Fifteen minutes will be allowed)
- 4 **MINUTES OF COUNCIL** - To approve the Minutes of the Parish Council Meetings held on 13th January 2020
- 5 **POLICE MATTERS** – To receive verbal update from local Safer Neighbourhood team
- 6 **SHROPSHIRE COUNCIL MEMBER** – To receive report from Cllr R Evans
- 7 **PLANNING**
 - 7.1 To receive and adopt the minutes of the planning committee meeting held on 6th January 2020
 - 7.2 Verbal update from the Chairman of the Planning Committee
 - 7.3 Place Plan consultation
 - 7.4 Environmental Maintenance Grant application 2020-21
 - 7.5 Right Home Right Place survey report
- 8 **STATUTORY BUSINESS/FINANCE**
 - 8.1 Receipts – to note income since the last meeting – *(to be tabled at meeting)*
 - 8.2 Payments for approval – *(to be tabled at meeting)*
 - 8.3 Approval of £27 for VAT training for Clerk
 - 8.4 Approve maximum budget of £500 for purchase of new laptop for Clerk and delegate authority to Cllr D Fletcher and Clerk to purchase laptop
 - 8.5 Approval of maximum budget of £100 for new weather-proof signs discouraging dog-fouling around parish
 - 8.6 Approve maximum budget of £3250 for purchase of tables and chairs for The Pavilion and delegated authority to Cllr D Fletcher, Cllr N Hignett, Cllr R Evans and Clerk to purchase
 - 8.7 Approve maximum budget of £700 for new noticeboard for Plealey and delegated authority to Cllr R Martinali and Cllr P Heywood to purchase and fit board
- 9 **COMMUNITY HUB/PONTESBURY LIBRARY UPDATE** – verbal update from Cllr D Fletcher including;
 - 9.1 Consider recommendation for Property/Health & Safety Management for Pavilion
 - 9.2 Approve maximum budget of £300 for a fire risk assessment to include advice on a fire muster point
- 10 **UPDATE ON PROPOSED HALL BANK JUNCTION IMPROVEMENTS** – verbal update from Cllr N Hignett
- 11 **ADDITIONAL DEFIBRILLATORS AT THE PAVILION AND CRUCKTON VILLAGE HALL** – to approve purchase of boxes and fitting of defibrillators
- 12 **PLAN OF ACTION FOR ENVIRONMENTAL MAINTENANCE GRANT** – update from Cllr D Fletcher
- 13 **LEASE OF LAND AT STATION ROAD, PONTESBURY** – to receive update from Cllr D Fletcher
- 14 **TREE SURVEY AND ACTION PLAN** – to approve recommendations by Cllr D Fletcher, Cllr N Lewis and Clerk for work to be carried out as recommended in Shropshire Council survey report.
- 15 **VE DAY CELEBRATIONS** – to consider an action plan for celebrations in the parish and delegate authority to named councillors to work in conjunction with other local groups and neighbouring parishes.
- 16 **CHAIRMAN'S COMMUNICATION AND CORRESPONDENCE RECEIVED**
- 17 **CLERK'S REPORT** – to receive a written report from the Parish Clerk on outstanding matters and action taken since the last Council meeting
- 18 **PARISH BUSINESS** – matters to be reported
- 19 **EXCLUSION OF THE PUBLIC**
- 20 **RECOMMENDATIONS FROM PERSONNEL COMMITTEE MEETING HELD ON 5 FEBRUARY 2020** To consider recommendations concerning;
 - 20.1 Out-sourcing of payroll for Pontesbury Parish Council staff
 - 20.2 February 2020 annual salary review for Clerk
 - 20.3 Proposals for formal recruitment process for Building Assistant and quotes for cleaning services for The Pavilion
 - 20.4 Carry over of annual leave for Clerk
- 21 **DATE AND TIME OF NEXT MEETING** – Annual Parish Meeting on 9th March 2020 at Pontesbury Public Hall starting at 7.30pm

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Clerk to the council 04/02/20