

**PONTESBURY PARISH COUNCIL**  
**Extraordinary Meeting of Council**  
**Held at Pontesbury Public Hall**  
**At 6.30pm on Monday 19<sup>th</sup> August 2019**

**PRESENT**

Cllr D Fletcher (Chairman), Cllr J Pritchard (Vice-Chairman), Cllr R Evans, Cllr N Hignett, Cllr A Hodges, Cllr S Lockwood, Cllr R Martinali, Cllr B Morris, Cllr P Heywood, Cllr D Jones, Cllr P Bradbury, Cllr C Robinson, Cllr N Lewis, Cllr D Gregory

**IN ATTENDANCE:** None

**CLERK:** Debbie Marais

**one member of the public was present.**

**73.19 APOLOGIES FOR ABSENCE**

Cllr C Sandells

**74.19 DECLARATIONS OF INTEREST AND DISPENSATIONS - None**

**75.19 PUBLIC QUESTIONS AND COMMENTS None.**

**76.19 ENVIRONMENTAL MAINTENANCE GRANT**

It was proposed by Cllr J Pritchard and seconded by Cllr N Lewis and

**RESOLVED to APPROVE delegated authority to Cllr D Fletcher, Cllr D Jones, Cllr A Hodges and Clerk to decide on an action plan for the grant and to report back to September full council meeting.**

**77.19 COMMUNITY HUB UPDATE**

i) A verbal report was received from Cllr D Fletcher and **NOTED**. Initial discussions have taken place with Shropshire Library Service and Shropshire Council estates looking at a licence agreement for the shared space within the building focussing particularly on liability issues for activities taking place in the building. SC estates will draw up a draft document and costings for a future meeting.

ii) A verbal report was received from Cllr D Fletcher and **NOTED**. There is to be a workshop involving representatives from FOPL, Pontesbury Parish Council and Shropshire Library Service to look at the practicalities involved in running the building and operational responsibilities. It is hoped that as many Pontesbury Parish Council councillors will attend as possible and it will take place in the community hub building.

iii) Council considered the proposed financial illustrations & arrangements between Shropshire Library Service (SLS) and Pontesbury Parish Council for Pontesbury Parish Council to cover library staff costs by an increasing sum each year reaching £14,065 by 2023/24 (cost neutral for SLS). Friends Of Pontesbury Library have agreed in principle to contribute to these costs. The illustrations assumed the current level of staffing and that SLS would continue to provide additional hours to cover sickness and absences. SLS contribution to running costs will be separate to these financial arrangements. The illustration was **NOTED**.

iv) A verbal report was received from Cllr D Fletcher on negotiations with Police and Crime Commissioner (PCC), West Mercia and **NOTED**.

v) It was proposed by Cllr J Pritchard and seconded by Cllr P Bradbury and **RESOLVED to APPROVE that the local policing team (West Mercia police), would have exclusive use of the front room of the community hub building and the two parking spaces adjacent to the front of the building, subject to satisfactory lease terms being agreed by full council.**

vi) It was proposed by Cllr R Evans and seconded by Cllr D Gregory and **RESOLVED to APPROVE delegated authority to Cllr D Fletcher, Cllr N Hignett, Cllr R Evans and Clerk (with Cllr J Pritchard, Cllr D Gregory and Cllr P Bradbury substituting when necessary) to work with solicitors, agent and PCC, West Mercia to draw up a draft lease and bring back to full council at a future meeting.**

#### **78.19 STAFFING FOR COMMUNITY HUB BUILDING**

There was some discussion about staffing to manage the community hub building and concern expressed at the costs involved in employment of staff. Consideration of contracting out cleaning and management of health & safety was discussed. This would be revisited at a future meeting.

#### **79.19 HANDOVER AND OPENING EVENTS FOR COMMUNITY BUILDING**

Having two separate events was discussed. A formal handover by invite only in October and then a bigger community event once the building was open to the public. This would be revisited at a future meeting.

#### **80.19 UPDATE ON ROAD SAFETY IMPROVEMENTS**

A Verbal update from Cllr N Hignett, following a meeting with the Shropshire Council consultants WSP, was **NOTED**. The following points were confirmed by Cllr N Hignett.

- i. WSP have inspected the junctions on Hall Bank, accompanied with a representative from the WSP flooding team. Technical officers have been asked to draw up specifications for the work
- ii. The intention is that both junctions on Hall Bank will be improved at the same time.
- iii. It is intended that anti-flooding measures will be undertaken in conjunction with work to improve road safety. If approved the former will be financed through a separate budget.
- iv. The works, as proposed, will need a road closure, with traffic being diverted onto the A458.
- v. It is anticipated that works will be scheduled for August 2020, but this will not be confirmed until the improvements are added to the Planned Works Schedule for 2020.
- vi. As agreed at Planning Committee meeting on 6/8/19 a sub-committee including Cllr N Hignett, Cllr D Fletcher, Cllr B Morris and Clerk will consider any correspondence received and make recommendations to full council at a future meeting. There is an initial meeting on 3 September at Shirehall.

#### **81.19 FRONT BEDS AT THE COMMUNITY BUILDING**

Planting of the beds at the front of the community building was discussed, this would be formal planting. Cllr P Bradbury suggested involving local children in a time capsule to be laid in the beds. Clerk informed councillors that the Co-op had agreed to come and help to build benches, tables and planters outside the new hub building. Clerk to ask Co-op if they would also undertake a project at the primary school.

**82.19 EXCLUSION OF THE PUBLIC**

**RESOLVED** to exclude the Press & Public on the grounds that the consideration of the following items may involve the likely disclosure of confidential information (s1(2) Public Bodies (Admission of Meetings) Act 1960).

**83.19 INSTRUCTION OF SOLICITOR**

Estimates for undertaking legal work associated with the community building (Transfer of building from Shropshire Homes and leases with tenants) were considered from three firms of solicitors. It was proposed by Cllr J Pritchard and seconded by Cllr D Jones and **RESOLVED to APPROVE the appointment of Lanyon Bowdler to act on behalf of Pontesbury Parish Council.**

**84.19 INSTRUCTION OF AGENT**

Estimates for undertaking work associated with the community building (Negotiating terms of building and public space transfer and lease agreements with tenants) were considered from three firms of surveyors. It was proposed by Cllr J Pritchard and seconded by Cllr N Hignett and **RESOLVED to APPROVE the appointment of Berrys to act on behalf of Pontesbury Parish Council.**

**85.19 DATE AND TIME OF NEXT MEETING**

7.30pm on 9<sup>th</sup> September 2019 at Mary Webb School.

The meeting ended at 7.40pm

**Signed** .....  
**Chair**

**Date** .....