

Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT THE NEXT MEETING OF PONTESBURY PARISH COUNCIL PAVILION COMMITTEE MEETING WILL TAKE PLACE ON MONDAY 17th OCTOBER 2022 AT 7.00PM IN THE PAVILION, HALL BANK, PONTESBURY, SY5 0RF.

PLEASE EMAIL IF YOU WILL BE ATTENDING deputy@pontesburypc.org.uk

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE CODE OF CONDUCT**
3. **MINUTES OF PREVIOUS MEETING**
To approve & sign the minutes of the meeting held on 15th August 2022.
4. **PUBLIC QUESTIONS AND COMMENTS – (Fifteen minutes will be allowed)**
5. **PAVILION ADMINISTRATIVE MATTERS**
 - a. To receive updated Receipts & Payments report from Scribe
 - b. To approve payment for a Water Risk Assessment from Graham's
 - c. To review the Pavilion Fire Risk Assessment, Policy and associated papers.
6. **PAVILION PARTNERSHIP HIRE AGREEMENT.**
To note outcome of previous meeting and agree next steps
7. **REVIEW ONGOING MATTERS**
 - 7.1. Moving Library Shelving. To receive an update from Shropshire Council Library Services Area Manager.
 - 7.2. Office Space. To consider a review of the current shared office space and the needs of Council staff, including building extra office space.
8. **WARM SPACE**
 - a. To receive information from Shropshire Council Public Health Warm Hubs coordinator.
 - b. To consider a Warm Space (opening during the colder winter months) within the Pavilion.
9. **CONSIDER CIO STATUS**
 - 9.1. To consider the way forward; should a meeting with all Councillors be set up?
 - 9.2. If agreed, to approve the seeking of quotes from expert CIO consultants who will talk to all Councillors about the proposal to set up a Charitable Incorporated Organisation.
10. **VOLUNTEERS**
 - 10.1 To receive volunteer documentation and approve:
 - (1) Volunteer application form
 - (2) Volunteer policy
 - (3) Volunteer role description
11. **DATE OF NEXT MEETING**
The next meeting of the Planning Committee is scheduled to take place on **Monday 21st November 2022 at 6.30pm**, in Pavilion, Hall Bank, Pontesbury, SY5 0RF.