

# **Pontesbury Parish Council**

NOTICE IS HEREBY GIVEN THAT THE NEXT MEETING OF PONTESBURY PARISH COUNCIL PAVILION COMMITTEE MEETING WILL TAKE PLACE ON MONDAY 19<sup>th</sup> SEPTEMBER 2022 AT 7.00PM IN THE PAVILION, HALL BANK, PONTESBURY, SY5 0RF.

PLEASE EMAIL IF YOU WILL BE ATTENDING [deputy@pontesburypc.org.uk](mailto: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 15<sup>th</sup> 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
6. **PAVILION PARTNERSHIP HIRE AGREEMENT.**  
To note outcome of previous meeting and agree next steps
7. **REVIEW ONGOING MATTERS**
  - a. Moving Library Shelving. To receive an update from Shropshire Council Library Services Area Manager.
  - b. Office Space. To consider a review of the current shared office space and the needs of Council staff.
8. **WARM SPACE**  
To consider a Warm Space (opening during the colder winter months) within the Pavilion.
9. **CONSIDER CIO STATUS**
  - a. To consider the way forward; setting up a meeting with all Councillors.
  - b. 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**  
To receive volunteer documentation and approve:
  - a. Volunteer application form
  - b. Volunteer policy
  - c. Volunteer role description
11. **DATE OF NEXT MEETING**  
The next meeting of the Planning Committee is scheduled to take place on **Monday 17<sup>th</sup> October 2022 at 6.30pm**, in Pavilion, Hall Bank, Pontesbury, SY5 0RF.