

**PONTESBURY PARISH COUNCIL**  
**Extraordinary Meeting of Council**  
**Held at Pontesbury Public Hall, Pontesbury**  
**At 8.30pm on Monday 12<sup>th</sup> March 2018**

**PRESENT:** Cllr D Fletcher (Chairman) Cllr J Pritchard (Vice-chairman), Cllr R Evans & Cllr N Hignett (also Shropshire Councillors), Cllr D Gregory, Cllr A Hodges, Cllr N Lewis, Cllr R Martinali, Cllr S Picken, Cllr S Lockwood, Cllr Peter Heywood, Cllr C Robinson, Cllr C Sandells and Cllr D Ryder.

**CLERK:** Debbie Marais

**Three members of the public were present**

**53.18                    APOLOGIES FOR ABSENCE**

Cllr B Morris

**54.18                    DECLARATIONS OF INTEREST AND DISPENSATIONS**

None

**55.18                    PUBLIC QUESTIONS AND COMMENTS**

None

**56.18                    PLEALEY METHODIST CHURCH**

Cllr R Evans proposed that the Parish Council formally register a potential bid in order to trigger the moratorium and give the community of Plealey 6 months to investigate the matter. If no viable community group comes forward then the Parish Council can withdraw its bid with no financial consequences.

It was proposed by Cllr R Evans and seconded by Cllr R Martinali and:

**RESOLVED to APPROVE the submission of a request to be treated as a potential bidder to Shropshire Council.**

**57.18                    FINANCE TRAINING FOR NEW CLERK**

The meeting was advised that finance training was needed for the new Clerk.

It was proposed by Cllr D Gregory and seconded by Cllr N Lewis and:

**RESOLVED to APPROVE the cost of £181 for website training from SDH Accounting.**

**58.18 GDPR TRAINING FOR NEW CLERK**

The meeting was advised that GDPR training was needed for the new Clerk in advance of the new data protection laws coming into force in May.

It was proposed by Cllr D Gregory and seconded by Cllr N Lewis and:

**RESOLVED to APPROVE the cost of £10 for a SALC training course.**

**59.18 CILCA TRAINING FOR NEW CLERK**

The meeting was advised that Cilca training and a textbook were needed for the new Clerk.

It was proposed by Cllr D Gregory and seconded by Cllr N Lewis and:

**RESOLVED to APPROVE the cost of £65 for a SALC training course and £19.99 for accompanying textbook.**

**60.18 COMMUNITY HUB PLANS**

At the Planning Meeting on Monday 5<sup>th</sup> March 2018, it had been proposed to ask Full Parish Council to delegate authority to a working group (to include Cllr A Hodges, Cllr D Fletcher, Cllr N Hignett and the Clerk) to meet to discuss the internal plans for the proposed community hub (part of proposed development at Hall Bank) and report back at the next full Council meeting on 9<sup>th</sup> April 2018. Cllr R Evans asked to attend the meeting.

It was proposed Cllr D Gregory and seconded by Cllr J Pritchard and:

**RESOLVED to APPROVE delegated authority to the working group to include Cllr A Hodges, Cllr D Fletcher, Cllr N Hignett and the Clerk with Cllr R Evans in attendance.**

**61.18 STATUTORY BUSINESS/FINANCE**

**a) Receipts**

- i. Newsletter advert receipts - £177.65
- ii. HMRC VAT refund - £2225.15

**NOTED**

**b) Payments for Approval**

It was proposed by Cllr J Pritchard and seconded by Cllr R Evans and:

**RESOLVED: That the below payments are APPROVED for payment and the bank signatories INSTRUCTED to sign the Cheques.**

| <b>Supplier/Payee</b>      | <b>Description</b>                       | <b>Amount</b> | <b>Cheque No</b> |
|----------------------------|--|---------------|------------------|
| Creative Digital           | Newsletter printing March 2018           | <b>330.00</b> | <b>2933</b>      |
| Greenfingers Landscape Ltd | Ground maintenance                       | <b>231.40</b> | <b>2934</b>      |
| Highline Electrical        | Monthly streetlight maintenance Charge - | <b>234.60</b> | <b>2935</b>      |

|                                  |  |                 |             |
|----------------------------------|--|-----------------|-------------|
| Ltd                              | February   |                 |             |
| Pontesbury Public Hall           | Room Hire at Pontesbury Public Hall                  | <b>80.00</b>    | <b>2936</b> |
| Mrs E. Griffiths                 | Public toilets cleaning/toilet rolls - February 2018 | <b>186.30</b>   | <b>2937</b> |
| Lawrence Direct                  | Stationery - Various                                 | <b>14.54</b>    | <b>2938</b> |
| HMRC Payroll Q4                  | Quarterly tax return                                 | <b>855.00</b>   | <b>2939</b> |
| Expenses D Marais - Parish Clerk | Expenses 8 January - 11 March 2018                   | <b>168.10</b>   | <b>2940</b> |
| Mrs DJ Marais                    | Salary for March 2018 (payable 20/3/18)              | <b>1,420.54</b> | <b>2941</b> |
| SALC                             | Audit/End of Year preparation training 8 Feb 2018    | <b>25.00</b>    | <b>2942</b> |
| SALC                             | Text book for Cilca Training                         | <b>19.99</b>    | <b>2943</b> |

The meeting ended at 8.34pm

**Signed** .....

**Chair**

**Date** .....