

Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT AN **EXTRAORDINARY FULL COUNCIL MEETING OF PONTESBURY PARISH COUNCIL WILL TAKE PLACE ON MONDAY 14th MARCH 2022 AT PONTESBURY PUBLIC HALL FOLLOWING THE ANNUAL PARISH MEETING AT APPROX. 8.15PM.**

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 and sign as an accurate record the Minutes of the Full Council Meeting 14th Feb.2022
- 5 **STATUTORY BUSINESS/FINANCE**
 - 5.1 Receipts – to note income since the last meeting
 - 5.2 Payments for approval
 - 5.3 Transfer of £4176 from Pavilion Lloyds account to Unity current account. This is the Welcome Back Funding reclaimed from Shropshire Council that was paid into the Lloyds account in error.
 - 5.4 Approval to continue with SC play area inspections for 2022-23
 - 5.5 Consider a request for a noticeboard for publicising community events – site to be discussed
- 6 **REVIEW FULL PARISH COUNCIL MEETING START TIMES FOR SPRING/SUMMER 2022**
- 7 **APPOINTMENT OF FINANCE/ADMIN OFFICER** – to approve Finance/Admin Officer appointment as recommended by Personnel Committee and delegated authority to Personnel Committee to issue contract of employment
- 8 **RESIGNATION OF CLLR COLIN ROBINSON AND CO-OPTION ACTION PLAN FOR NEW COUNCILLOR**
- 9 **HEALTH AND SAFETY MATTERS** – to raise any parish council health and safety issues for parish council
- 10 **NEIGHBOURHOOD MATTERS** – verbal update from Cllr Fletcher
- 11 **PLATINUM JUBILEE WORKING GROUP** – to receive verbal feedback from Cllr S Davies and approve recommendations from working group
- 12 **ANPR PROJECT** – to approve the following:
 - i)contract with ANPRcheQ - a division of ccc4business Limited and 12 monthly payments of £264 + VAT (consultancy fees) + £146.42 initial consultancy fee
 - ii)Use of £5000 earmarked reserves for speed calming for year 1 and 2 of the project
 - iii)Use of £3000 CIL Neighbourhood Fund for year 1 and 2 of project and transfer from CCLA to Unity current account
 - iv)Recommended position of camera
 - vi)Payment of £8000 + VAT for the camera within 14 days of installation (50% costs covered by PCC grant)
 - vii)Payment of £222.34 +VAT camera fitting and programming costs to ANPRcheQ
 - viii)Payment of £300 (max.) installation costs to Shropshire Council
 - ix)Payment of £600 + VAT to SSAIB for accreditation fee
 - x) Payment of £11.67 to Information Commissioners Office fee
- 13 **RECOMMENDATIONS FROM FINANCE AND GENERAL PURPOSES MEETING HELD ON 9TH MARCH 2022** – to approve recommendations from the F&GP committee concerning the following;
 - i)approve minutes of Fand GP meeting held on 9/12/2021
 - ii)any action to be taken following the Internal Auditors interim report
 - iii)three-year forecast of revenue and capital receipts and payments
 - iv)grounds maintenance contract extension
 - v)cyber-security insurance and training
 - vi)amended pay scale for Clerk
 - vii)approval of Pavilion updated Risk Assessments
 - viii)note payment of £1072.14 to Allied Westminster for 2022-23 insurance for Pavilion
 - viix)approval of delegated authority to Cllrs and Clerk to draw up tender document for LED conversion to be brought to April meeting for approval
 - x)recommendations to full council following Joint CIL Working Group meeting
- 14 **NALC NATIONAL SALARY AWARD** – to approve adoption of NJC agreed payscales for 2021-22 for parish council staff and backdated to April 2021
- 15 **GOVERNMENT RESPONSE TO THE LANDSCAPES REVIEW** – to consider a parish council response to the consultation
- 16 **DATE AND TIME OF NEXT MEETING** - **meeting to be held on 11th April 2022 at The Pavilion, time to be agreed.**

Clerk to the council 08/03/2022

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