

# **Pontesbury Parish Council**

NOTICE IS HEREBY GIVEN THAT The **ANNUAL MEETING OF PONTESBURY PARISH COUNCIL** WILL TAKE PLACE ON **MONDAY 16<sup>th</sup> MAY 2022 AT THE PAVILION AT 7.30PM.**

## **AGENDA**

- 1 ELECTION OF CHAIRMAN FOR 2022/23**
- 2 ELECTION OF VICE CHAIRMAN FOR 2022/23**
- 3 CO-OPTION OF COUNCILLORS** – to consider co-option of Adrian Windows, resident of Pontesbury to fill the Casual Vacancy in Pontesbury Ward.
- 4 APOLOGIES FOR ABSENCE**
- 5 DECLARATIONS OF INTEREST AND DISPENSATIONS**
- 6 PUBLIC QUESTIONS AND COMMENTS** – (Fifteen minutes will be allowed)
- 7 MINUTES OF COUNCIL** - To approve the Minutes of the Parish Council Meeting held on 11<sup>th</sup> April 2022 (attached)
- 8 RECOMMENDATIONS FROM FINANCE & GENERAL PURPOSES MEETING ON 12<sup>TH</sup> MAY 2022**
- 9 TERMS OF REFERENCE FOR COMMITTEES** – To approve that the Council retains/adopts the following Committees and that the amended terms of reference of Committees be adopted:
- 10 COMMITTEES AND STEERING GROUPS**– to consider appointment of members **to committees**
- 11 APPOINTMENT OF REPRESENTATIVES** - To confirm the appointment of representatives
- 12 REVIEW DISPENSATIONS FOR ABSENCE** – to review dispensations for absence from council meetings due to COVID
- 13 DATES AND TIMES OF ORDINARY MEETINGS** - To confirm the dates and times of meetings
- 14 POLICE MATTERS**
- 15 SHROPSHIRE COUNCIL MEMBER** – to receive verbal report from Cllr N Hignett
- 16 PLANNING**
  - 16.1 To receive and adopt the minutes of the planning committee meeting held on 4<sup>th</sup> April 2022.
  - 16.2 Verbal update report from Chairman of Planning Committee
- 17 PLATINUM JUBILEE WORKING GROUP:** to receive an update on event plans
- 18 STATUTORY BUSINESS/FINANCE**
  - 18.1 Receipts – to note income since the last meeting
  - 18.2 Payments for approval
  - 18.3 Approve quote from Shroptech for offline back-up service as requested by Internal Auditor and insurance company
  - 18.4 Retrospective approval of urgent transfer of £15000 from Lloyds Pavilion account to Unity current account to cover April council payments authorised by Cllrs Hignett and Fletcher
  - 18.5 Approval of transfer of remaining Pavilion budget (£26,700) from Unity current account to Lloyds Pavilion account.
  - 18.6 Approval of IOSH (Managing building) training for Deputy Clerk – maximum budget £150 and delegated authority to Clerk to consider quotes and make payment
  - 18.7 Note Qtr 4 2021-22 bank reconciliation, to be signed by Chair
  - 18.8 Note Qtr 4 2021-22 budget monitoring report, to be signed by Chair
  - 18.9 Consider quotes for sanitary bin/collection for the public toilets
  - 18.10 Approval of continuation of internet banking and BACS payments for invoices
- 19 ANPR PROJECT** – To receive verbal update from Cllrs Hignett, Fletcher and Evans and to consider the following:
  - 20.1 Approve two councillors to access the system for reporting to the police
  - 20.2 Approve use of CIL Neighbourhood Fund monies towards consultancy fees for 2022-23
- 20 PONTESBURY CLIMATE EMERGENCY ACTION GROUP** – to receive and note a verbal report from Cllr D Fletcher and approval of maximum budget of £900 (from Climate Emergency projects budget) for Carbon Audit for Pavilion building
- 21 CLERK'S REPORT** – to receive a written report from the Parish Clerk
- 22 PARISH BUSINESS** – matters to be reported including request to undertake remedial work on potholes outside the Trading Post
- 23 DATE AND TIME OF NEXT MEETING** – **13<sup>th</sup> June 2022 at Cruckton Village Hall, Cruckmeole starting at 7.30pm**

Clerk to the council 10/05/2022

