

Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT AN EXTRAORDINARY **PARISH COUNCIL MEETING** WILL TAKE PLACE ON **MONDAY 24TH AUGUST 2026 AT THE PAVILION, HALL BANK AT 6.30PM.** www.pontesbury-pc.gov.uk

AGENDA

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTEREST AND DISPENSATIONS

2.1 To receive declarations of interest from councillors on items on the agenda

(Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a Disclosable Pecuniary Interest, whether or not the Interest is entered in the Register of Members' Interests maintained by the Monitoring Officer.)

2.2 To grant any requests for dispensation as appropriate

3 PUBLIC QUESTIONS AND COMMENTS – (Fifteen minutes will be allowed)

4 MINUTES OF COUNCIL - To approve the Minutes of the Extraordinary Parish Council meeting held on Thursday 23rd July 2026. *(Minutes attached).*

5 SCOUT'S ASSOCIATION RELOCATION TO LAND AT STATION ROAD PLAY AREA

5.1 to approve use of land at Station Road play area to site maximum of two containers, hardstanding and fenced area for use by Scout's Association as a storage facility. The Scout's Association will provide the containers, fencing and hardstanding. *(map to be tabled at the meeting)*

5.2 to approve maximum budget of £1000 to create a 100 year underlease with the Scout's Association to use that land on the understanding that the Scout's Association would be responsible for all public liability, contents insurance, Risk Assessments and Health & Safety regulations in relation to use of the proposed site (relevant documents would need to be submitted to Clerk annually)

5.3 to approve use of the area behind the Trading Post by the Scout's Association, in the interim for bushcraft activities. This area will not be included in the long term underlease (but by a temporary licence) and again it will be on the understanding that any activities are covered by SA public liability, contents insurance, Risk Assessments and Health & Safety regulations in relation to use of the proposed site. (relevant documents would need to be submitted to Clerk annually)

5.4 to approve use of PCB Solicitors as they have been involved with the underlease with the Trading Post building covered by the same headlease.

5.5 to approve Clerk to contact Shropshire Council to advise them of this use of the land as they are the ultimate owners of the land, although the parish council have a 125 year lease from 1st March 2009

6. HEDGE AT PLAY AREA – to approve maximum budget of £700 for Woodmatters Ltd. To do annual cut of both sides of the hedge

7. OPCC ANNUAL SURVEY – to delegate authority to Clerk/Chair to complete the annual survey on behalf of the council

8. REVIEW OF RISK ASSESSMENTS/ASSET REGISTER – to approve amended risk assessments as prepared by Clerk *(all draft reviewed documents available on parish council website – all councillors should make themselves familiar with these documents)*

8.1 Organisational Risk Assessment

8.2 Financial Risk Assessment

8.3 Business Continuity Plan

8.4 Asset Register *(to follow by email)*

9. REMEMBRANCE SUNDAY – approval of donation payment for wreath payable to Royal British Legion Poppy Appeal and confirm that Parish Council Chairman will lay wreath on behalf of the Parish Council

10 DATE AND TIME OF NEXT MEETING –Next Meeting of the Parish Council to be held on **Monday 14th September 2026 at the Pavilion, Hall Bank at 6.30pm.**