

# Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT THE PONTESBURY PARISH COUNCIL MEETING WILL TAKE PLACE ON **MONDAY 9<sup>th</sup> FEBRUARY 2026 AT THE PAVILION, HALL BANK AT 6.30PM.** [www.pontesburyparishcouncil.org.uk](http://www.pontesburyparishcouncil.org.uk)

## **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 the Minutes of the Parish Council meeting held on Monday 12<sup>th</sup> January 2026
- 5 POLICE MATTERS** – to receive a report from a member of the Local Policing Team
- 6 SHROPSHIRE COUNCIL MEMBER** – to receive verbal report from Shropshire Councillor Nick Hignett

### **7 PLANNING**

7.1 Verbal update report from Chairman of Planning Committee

#### **7.2 PLANNING REFERENCE: 26/00175/CPL FOR INFORMATION ONLY**

**DEVELOPMENT PROPOSED:** Application for a Lawful Development Certificate for the proposed part conversion of existing integral garage to a play room. **LOCATION: 8 Nursery Lane, Pontesbury, Shrewsbury, Shropshire, SY5 0FP.**  
7.3 request for support from Parish Council for local connection by Habberley resident

- 8 PAVILION COMMITTEE** - 8.1 to approve minutes of the Pavilion Committee meeting held on 15<sup>th</sup> December 2025

### **9 PERSONNEL COMMITTEE –**

9.1 to approve the minutes of the Personnel Committee meeting held on 9<sup>th</sup> January 2025

9.2 Verbal update report from Chairman Personnel Committee

9.3 to approve Volunteering Policy and application form as recommended by Personnel Committee at meeting held on 26<sup>th</sup> January 2026

9.4 to approve permanent compressed hours for Pavilion Building Assistant

9.5 to approve change to appraisal system as recommended by Personnel Committee

### **10 STATUTORY BUSINESS/FINANCE**

10.1 Income – to note income since the last meeting

10.2 Expenditure for approval

10.3 To transfer of funds from CCLA account to Unity current account for general payments for February 2026

10.4 Quarter 3 2026-27 bank reconciliation for all accounts

10.5 Quarter 3 2026-27 budget monitoring report

10.5 to approve 2026-27 contract with ccc4 business group for support with ANPR camera

10.6 to approve 2026 condition report for streetlights and delegate authority to Clerk to organize this with a maximum budget of £700

10.7 to delegate authority to Clerk to send a request to Friends of Pontesbury Library for £4000 contribution towards 2025-26 grant to Shropshire Library Service

10.8 to approve payment of £117 for Legal Expenses cover for Worknest (HR and H&S support)

- 11 HEALTH AND SAFETY MATTERS –** to raise any parish council health and safety issues for parish council staff, buildings or activities

- 12 REQUEST FOR ADDITIONAL COUNCILLORS FOR COMMITTEES/WORKING GROUPS –** additional councillors are needed for the Facilities Working group and the Pavilion Committee

### **13 REQUEST TO SITE GRIT BIN ON PARISH COUNCIL LAND ALONGSIDE HALL BANK MEADOW –**

- 14 CLERK'S REPORT –** to receive a written report from the Clerk on outstanding matters and action taken since the last Council meeting.

- 15 PARISH BUSINESS –** matters to be reported

- 16 DATE AND TIME OF NEXT MEETING** –Annual Parish Council Meeting to be held on **Monday 9<sup>th</sup> March 2026 at Pontesbury Public Hall at 6.30pm.**

Clerk to the council 03/02/2026

*Debbie Marais*