

Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT THE **PONTESBURY PARISH COUNCIL MEETING** WILL TAKE PLACE ON **MONDAY 24th NOVEMBER 2025 AT THE PAVILION, HALL BANK AT 7PM.** 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 13th October 2025.
- 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
- 8 FINANCE & GENERAL PURPOSES COMMITTEE**
 - 8.1 to approve minutes of FGP meeting held on 27th May 2025
To approve following recommendations from FGP meeting on 23rd October 2025:
 - 8.2 to approve renewal of payroll services from DM Payroll for 2026-27 at a cost of £230
 - 8.3 to approve issue of Equals card to Deputy Clerk for purchases for the Pavilion with maximum value of £500
 - 8.4 to approve amended Electronic Banking policy in line with Financial Regulations 2025: including continuation with Electronic Banking and signatories (*Agenda Papers attached*)
 - 8.5 to approve combined Internal Controls policy and Statement of internal Financial Controls
 - 8.6 to approve unchanged, reviewed Pensions Discretions Policy
 - 8.7 to remove Cllr Pritchard and add Cllr Windows to the bank mandate for authorising Unity account payments
- 9 PAVILION COMMITTEE**
 - 9.1 to approve minutes of Pavilion meeting held on Wednesday 3rd September 2025
 - 9.2 to note report by Deputy Clerk
 - 9.3 to approve Fire Risk Assessment for Pavilion to be carried out by Cllr Ken Day for £1
- 10 FACILITIES WORKING GROUP -** To approve the following recommendations from the Facilities Working Group meeting held on Thursday 30th October 2025
 - 10.1 to approve revised quote from Shukers for refurbishment of the public toilets following site meeting of Cllrs Fletcher, Hignett, Clerk and Gillian Bailey with Shukers representatives and discussion about various aspects of refurbishment
 - 10.2 to retrospectively approve interim payment of £5881 to Shukers for materials
 - 10.3 to approve Terms of Reference for play area refurbishment Task and Finish Group. This group will report to the Facilities Working Group.
 - 10.4 to approve delegated authority to FWG to obtain quotes for tree work recommended in the tree inspection survey carried out in September 2025 and report back to December Full Council Meeting
- 11 STATUTORY BUSINESS/FINANCE**
 - 11.1 Income – to note income since the last meeting (*to be tabled at meeting*)
 - 11.2 Expenditure for approval (*to be tabled at meeting*)
 - 11.3 To retrospectively approve transfer of £15,000 and a further £10,000 from CCLA reserves to Unity current account for general payments for October and November 2025
 - 11.4 to Note Qtr 2 bank reconciliation for all accounts for 2025-26
 - 11.5 to Note Qtr 2 budget monitoring report for 2025-26
 - 11.6 to receive Internal Checks report for Qtr 2 for 2025-26
- 12 HEALTH AND SAFETY MATTERS –** to raise any parish council health and safety issues for parish council
- 13 FREEDOM OF INFORMATION SCHEME –** to review
- 14 POLES COPPICE –** to receive management report for 2025 and consider request for funds for 2026-27 (*Report attached*)
- 15 PONTESBURY CHARITY –** to approve Term of Office renewal for nominative trustee
- 16 TRAFFIC CALMING MEASURES AT LEA CROSS –** to discuss resident's concern about speeding at Lea Cross junction with the A488
- 17 ROUNDABOUT AT LAWRENCE PARK –** to discuss action plan to address concerns about drivers' behaviour
- 18 CLERK'S REPORT –** to receive a written report from the Clerk
- 19 PARISH BUSINESS –** matters to be reported
- 20 DATE AND TIME OF NEXT MEETING –**Parish Council Meeting to be held on **Monday 8th December 2025 at The Pavilion at 6.30pm.**

Clerk to the council 18/11/2025

