

Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT THE **PONTESBURY PARISH COUNCIL MEETING WILL TAKE PLACE ON MONDAY 8th SEPTEMBER 2025 AT THE PAVILION, HALL BANK AT 6.30PM.** 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 14th July 2025. (*Minutes attached*)
- 5 POLICE MATTERS –** to receive a report from a member of the Local Policing Team
 - 5.1 Approve maximum budget of £150 for sign on School Green
 - 5.2 Town and Parish Council Survey – to consider a response from the parish council
- 6 SHROPSHIRE COUNCIL MEMBER –** to receive verbal report from Shropshire Councillor Nick Hignett
- 7 PLANNING**
 - 7.1 To approve the minutes of the Planning Committee meeting held on 23rd June, 7th July and 4th August 2025 (available on the parish council website)
 - 7.2 Verbal update report from Chairman of Planning Committee
- 8 PAVILION COMMITTEE –** to receive written report from Deputy Clerk
- 9 FACILITIES WORKING GROUP -** To approve following recommendations from meeting held on Monday 1st September 2025:
 - 9.1 To approve company quote for public toilet refurbishment
 - 9.2 Approve delegation of authority to Clerk to organise hedge trimming at play area with a maximum budget of £400
 - 9.3 Approve turfing over flower bed on School Green
 - 9.4 Approve review of flowerbed planting for Spring 2026 by Facilities Working Group to find more sustainable options for planting
 - 9.5 Approve termination of payments for watering/clearing flowerbeds from November 2025
 - 9.6 Approve delegated authority to Clerk/Chair to obtain quotes for trimming Oak Tree at bottom of Hall Bank
 - 9.7 Approve company and quote for replacement of concrete streetlight poles and maximum budget of £3000 in 2025-26 using £2000 streetlight EMR and £1000 streetlight repairs budget
 - 9.8 Approve maximum budget of £150 for new BMX area sign as recommended by Worknest
- 10 STATUTORY BUSINESS/FINANCE**
 - 10.1 Income – to note income since the last meeting
 - 10.2 Expenditure for approval
 - 10.3 To approve transfer of £15,000 from CCLA reserves to Unity current account for general payments for August 2025
 - 10.4 Note Quarter 1 full bank reconciliation for 2025-26
 - 10.5 Note Quarter 1 budget monitoring report for 2025-26
 - 10.6 Note Internal Checks report for Quarter 1 2025-26
 - 10.7 Committee vacancies for FGP, Planning, Pavilion committees
- 11 HEALTH AND SAFETY MATTERS –** to raise any parish council health and safety issues
- 12 REVIEW OF RISK ASSESSMENTS/ASSET REGISTER –** to approve amended risk assessments as prepared by Clerk
 - 12.1 Organisational Risk Assessment
 - 12.2 Financial Risk Assessment
 - 12.3 Business Continuity Plan
 - 12.4 Asset Register
- 13 PARISH COUNCIL INSURANCE -** to approve delegated authority to Cllrs Fletcher, Hignett, Trow and Hodges to review insurance policy renewal documents with RFO, Clerk/Deputy and maximum budget of £3000 to be paid by 30th September 2025 to include insurance for Pavilion
- 14 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
- 15 SPEEDING BETWEEN HABBERLEY AND PONTESBURY –** to discuss an action plan
- 16 REQUEST FROM P3 GROUP –** to consider request for funding
- 17 WORKING IN PARTNERSHIP WITH SHROPSHIRE COUNCIL –** to consider request to sign Memorandum of Understanding
 - 17.1 Hall Bank Improvements – to receive an update and request to use CIL Neighbourhood Fund monies
 - 17.2 Update on the Library Licence
- 18 FLY TIPPING AT CRUCKTON BRIDGE –** Cllr Sandells to report
- 19 CLERK'S REPORT –** to receive a written report from the Clerk on outstanding matters and action taken since the last Council meeting.
- 20 PARISH BUSINESS –** matters to be reported
- 21 DATE AND TIME OF NEXT MEETING –**Parish Council Meeting to be held on **Monday 13th October 2025 at The Pavilion at 6.30pm.**

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Clerk to the council 02/09/2025