

Pontesbury Parish Council

**NOTICE IS HEREBY GIVEN THAT THE NEXT MEETING OF PONTESBURY PARISH COUNCIL
WILL TAKE PLACE ON MONDAY 15TH MAY 2017
AT PONTESBURY PUBLIC HALL, PONTESBURY - 7.30PM**

AGENDA

- 1 ELECTION OF CHAIRMAN FOR 2017/18**
- 2 ELECTION OF VICE CHAIRMAN FOR 2017/18**
- 3 DECLARATIONS OF ACCEPTANCE OF OFFICE** – to be signed by the Chairman and Vice Chairman.
- 4 OUTGOING COUNCILLORS** – to approve a vote of thanks to the outgoing Councillors.
- 5 APOLOGIES FOR ABSENCE**
- 6 DECLARATIONS OF INTEREST AND DISPENSATIONS**
- 7 PUBLIC QUESTIONS AND COMMENTS** – (Fifteen minutes will be allowed)
- 8 MINUTES OF COUNCIL** - To approve the Minutes of the Parish Council Meeting held on 10th April 2017
- 9 TERMS OF REFERENCE FOR COMMITTEES** – To approve that the Council retains the following Committees and that the terms of reference of the following Committees be adopted:
 - 9.1 Finance and General Purposes Committee;
 - 9.2 Planning Committee;
 - 9.3 Personnel committee
- 10 COMMITTEES AND STEERING GROUPS**– to consider appointment of members
 - 10.1 Finance & General Purposes committee – Eight members (to include Chair/Vice Chairman)
 - 10.2 Planning committee – Seven members (to include Chair/Vice Chairman)
 - 10.3 Personnel Committee – Four members (to include Chair/Vice Chairman)
 - 10.4 Pontesbury Library Steering Committee – Representation to be considered to also include the Clerk.
- 11 APPOINTMENT OF REPRESENTATIVES** - To confirm the appointment of representatives to serve on the various outside bodies.
- 12 DATES AND TIMES OF ORDINARY MEETINGS** - To confirm the dates and times of ordinary meetings of the Council and Committees.
- 13 CORPORATE GOVERNANCE** – To approve that the following documents remain in situ:
 - 13.1 Standing Orders (copies previously circulated to all members)
 - 13.2 Financial Regulations (copies previously circulated to all members)
- 14 POLES COPPICE LIAISON COMMITTEE** – to consider creation of a liaison committee to include representatives from Shropshire Council, Pontesbury Parish Council, Minsterley Parish Council together with the Shropshire Council ward member for the Rea Valley.
- 15 MAY 2017 ELECTIONS** – to consider co-option for Cruckton ward vacancies
- 16 CLERK'S REPORT** – to receive a written report from the Parish Clerk on outstanding matters and action taken since the last Council meeting
- 17 POLICE MATTERS** – to receive report
- 18 SHROPSHIRE COUNCIL MEMBER** – to receive report from Cllr R Evans and Cllr N Hignett
- 19 PLANNING**
 - 19.1 To receive and adopt the minutes of the planning committee meetings held on 3rd April 2017.
- 20 STATUTORY BUSINESS/FINANCE**
 - 20.1 Receipts – to note income since the last meeting – *(to be tabled at meeting)*
 - 20.2 Payments for approval – *(to be tabled at meeting)*
 - 20.3 Audit Annual Return – to approve the account statements for 2016/17
 - 20.4 Annual Return for the year ended 31 March 2017 – to approve the Accounting Statements and the Annual Governance Statement
- 21 SHROPSHIRE ROAD SAFETY POLICY** – to approve draft community concern submission to Shropshire Council to include an update on parking issues around the schools in Pontesbury.
- 22 PONTESBURY LIBRARY STEERING GROUP** – to receive update from Cllr D Fletcher and Cllr R Evans.
- 23 CHAIRMAN'S COMMUNICATION AND CORRESPONDENCE RECEIVED**
- 24 PARISH BUSINESS** – matters to be reported
- 25 DATE AND TIME OF NEXT MEETING** – 12th June 2017 at Cruckton Village Hall, Cruckmeole starting at 7.30pm



Miss Kate Davies - Clerk to the Council
10th May 2017