

Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT AN EXTRAORDINARY MEETING OF PONTESBURY PARISH COUNCIL WILL TAKE PLACE ON MONDAY 23rd MARCH 2020 AT THE PAVILION (HALL BANK) AT 6.30PM

AGENDA

1 APOLOGIES FOR ABSENCE

2. DISPENSATIONS FOR ABSENCE

To resolve: For all future parish council meetings, Under Section 85 LGA 1972, reasons for absence are approved for all Pontesbury Parish Council Parish Councillors (Cllrs D Fletcher, J Pritchard, N Hignett, R Evans, D Gregory, P Heywood, A Hodges, C Robinson, C Sandells, R Martinali, N Lewis, S Lockwood, B Morris, D Jones and P Bradbury), for one year or until such time as the Government confirm that the Coronavirus has been contained and that it is safe to hold public meetings.

3. DECLARATIONS OF INTEREST AND DISPENSATIONS

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

5. COUNCIL'S SCHEME OF DELEGATION

In view of developments relating to Coronavirus the National Association of Local Councils recommend that local councils consider what actions might help mitigate any risks to the council.

This includes:

- Reviewing its Scheme of Delegation to ensure it is fit for purpose and would ensure minimal disruption to the work of the Council if Councillors are not able to attend meetings and committees. Certain decisions may be delegated to the **Clerk/RFO (Locum Clerk/RFO)**, in consultation with the Chairman and Vice-Chairman, as a contingency plan in case council meetings are postponed due to the coronavirus
- Reviewing critical functions or services and consider how these would continue in the case of staff absence
- Signposting local residents with queries about coronavirus, to information from Government

The following are suggested recommendations for consideration:

- ***To note that it is lawful for the Clerk/RFO (Locum Clerk/RFO) to spend against specific items in the Parish Council's budget e.g. for contractors, hall hire, clerk's salary, all of which having been identified in the budget when setting the precept. Any such payments shall be reported to the Council at the next ordinary meeting.***
- ***To approve provision of delegated powers to the Clerk/RFO (Locum Clerk/RFO) to spend up to a limited amount £2,000 and to authorise urgent work when unforeseen circumstances occur in consultation with Chair & Vice Chair.***
- ***To delegate powers to the Clerk/RFO (Locum Clerk/RFO) to respond to planning applications (councillors are still able to submit their own personal comments)***
- ***To postpone the meeting of the Council on 14 April 2020, subject to Government ruling, should this be required.***
- ***To agree to receive and act upon Government advice (or ruling) in relation to the holding of the Annual Meeting of the Parish Council scheduled to meet on 11 May 2020 (noting such meetings must be held in May), thereby giving delegated power to the Clerk/RFO (Locum Clerk/RFO) to make necessary re-arrangements for these meetings in consultation with the Chair.***

Each of these delegated powers could be worded in consultation with the Chair and Vice Chair (and Chairs of Committees) as required.

6. AGREEMENT TO RECEIVE AND ACT UPON GOVERNMENT ADVICE IN RELATION TO THE SUBMISSION OF THE AGAR FOR 2019-20, THEREBY GIVING DELEGATED POWER TO THE CLERK TO MAKE NECESSARY ARRANGEMENTS FOR COMPLETION AND SIGNING OF THIS IN CONSULTATION WITH THE CHAIR, FOLLOWING NALC GUIDANCE.

7. AGREEMENT TO POSTPONE OPENING OF THE PAVILION ON 6 APRIL UNTIL SUCH TIME AS ADVISED TO PROCEED WITH PUBLIC MEETINGS, BY CENTRAL GOVERNMENT/NALC.

8. DATE AND TIME OF NEXT MEETING – Clerk to notify

D Marais

Clerk to the council 18/3/2020