

Pitcombe Parish Council

Members are summoned to the Pitcombe Parish Council Meeting to be held at 5pm on Wednesday 25th March 2020 at Hadspen Village Hall.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, age and any disability) Crime & Disorder, Health & Safety and Human Rights.

- 1. To receive Apologies for Absence.**
- 2. To receive Declarations of any Interest.**
- 3. Business Continuity Motion to Council**

In light of the Coronavirus (Covid-19) pandemic and government advice, this council resolves that:

- (a) Should the council be unable to meet for whatever reason, the Clerk be given delegated authority to progress all ongoing matters and projects and authorise all regular payments and incur expenditure in line with the council's agreed budget.
- (b) Any decisions taken under resolution (a) above will be taken, whenever possible, in consultation with the Chairman of council and the relevant Committee Chairman (if appropriate). A record of all decisions and expenditure incurred under delegated authority will be kept and reported to members when the council next meets.
- (c) The authority to decide the council's response to planning applications be delegated to the Clerk, in consultation with the Chairman of council. Whenever possible, members of the council will be informed of applications out for consultation and will be invited to submit comments to the Clerk.
- (d) The provisions outlined in resolutions (a-c) above will override any requirements to the contrary in the council's standing orders, financial regulations or terms of reference.
- (e) Should the Clerk be unable to perform her duties, Councillor Waller will assume the role of Proper Officer and RFO in an unpaid capacity.
- (f) The Clerk, in consultation with the Chairman, may incur expenditure from the project earmarked reserve where such expenditure will help the community's efforts to support those in need of assistance or prevent social isolation.
- (g) Should government allow councils to meet virtually (online), the council will take all reasonable steps to facilitate this

- 4. Date of the next Parish Council meeting: 14th April 2020 at 7.30pm**

Holly Callow

Holly Callow
Parish Clerk
19 March 2020