

West Bagborough Parish Council

Temporary Amendment to Standing Orders.

13th April 2020

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 arrange 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 in consultation with the Authorised Signatories for all financial transactions and as many Councillors as may be available at the time for other matters. 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 Chair or Vice Chair. Councillors will be informed of applications out for consultation and will be invited to submit comments to the Clerk.

(d) Details of each planning application will be given on Notices of Essential Business circulated in the Parish by means of the Website and Village Notice Board. This will allow that any representations from the public to the Council that might ordinarily be made at meetings can be made before Council decides their response.

(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.

(g) Should the Clerk be unable to perform his duties, a Councillor appointed by the Chair will assume the role of Proper Officer and RFO in an unpaid capacity.

(h) The Council is most unlikely to be able to meet virtually due to lack of adequate broadband technology to support such activity. The Council has a duty to meet at least 3 times in any year and will make best endeavour to do so each year. It is Council opinion that this will only be possible if and when government restrictions on meetings are lifted. The normal business of the Parish Council will not be significantly affected as most business is covered in (a) (b) (c) above.

(i) This temporary amendment to Standing Orders will remain in place until Government emergency guidance re Council Meetings changes.

P.R.Hamilton

Clerk

M.Jones

Chair