

# Great Milton Parish Council

Parish Clerk: Mr T Darch

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18<sup>th</sup> March 2020

**From the Chairman of Great Milton Parish Council**

**Dear Councillor**

I hereby convene an Extraordinary Meeting of Great Milton Parish Council, to be held in the Pavilion on **23<sup>rd</sup> March 2020** at **6.30pm**.

**Public and Press are welcome to attend.**

Yours sincerely,



Tim Darch

Clerk & Responsible Finance Officer to Great Milton Parish Council

**On behalf of Councillor Stephen Harrod, Chairman, Great Milton Parish Council**

## **AGENDA**

**01/20 Apologies for Absence**

**02/20 Declarations of Interest**

**03/20 Public Address (to last a maximum of 10 minutes)**

**04/20 Delegation of functions of Great Milton Parish Council to an Emergency Committee and/or to the Clerk/RFO**

The current and unprecedented situation with regard to the Covid-19 outbreak is creating considerable uncertainty over available numbers for Parish Council meetings. If meetings are not quorate (i.e with less than three councillors in attendance) there is a risk that key decisions and actions may not be possible. There is also the possibility that all public events will be banned by HM Government in an attempt to restrict the outbreak, which may prevent council meetings altogether. Delegating functions to the clerk and/or an Emergency Committee will ensure that the council can keep functioning, even if meetings cannot be held in the usual way. It has been suggested by Oxfordshire Association of Local Councils that the Clerk/RFO and/or an 'Emergency Committee' be afforded delegated responsibility to do anything expedient and necessary to ensure the continuous business of the council, and to deal with mandatory undertakings in order to prevent the authority from incurring liability during the period that the delegation is applicable.

The purpose of this meeting is to decide whether to give the Clerk or in their absence the Chairman, Vice Chairman and/or any other councillors whose participation is not prevented by illness or other restriction the authority to do anything expedient and necessary to ensure the continuous business of the council, and to deal with mandatory undertakings in order to prevent the authority from incurring liability during the period that the delegation is applicable.

***The next meeting of Great Milton Parish Council will be held on Monday 20 April starting at 7.30pm in The Pavilion. The Annual Parish Meeting is also currently scheduled for this date: this may be rescheduled depending on advice received.***