# PAWLETT PARISH COUNCIL

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Minutes of an Extra-Ordinary Meeting of Pawlett Parish Council held on the Village Green, Pawlett on Saturday 21st March 2020, commencing at 11am.

(in the format to be presented to the next meeting for approval)

**Present:**
Cllrs W Barnard (Chair), A Warner (Vice-Chair), J Kingman,
C Morrison-Jones (clerk)
0 x members of the public

**Public speaking :**
No members of the public were present at the meeting

1) **To receive any apologies of absence**
   Apologies received from Cllrs M Smith, M Thomas and A Baker

2) **Declarations of Interest/Dispensations**
   None

3) **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.**
   RESOLVED:
   Unanimously resolved to pass the above resolution

   **(b) Any decisions taken under resolution (a) above will be taken, whenever possible, in consultation with the Chairman and Vice Chairman of the council. A record of all decisions and expenditure incurred under delegated authority will be kept and reported to members when the council next meets.**
   RESOLVED:
   Unanimously resolved to pass the above resolution

   **(c) The authority to decide the council's response to planning applications be delegated to the Clerk, in consultation with the Chairman and Vice-Chairman of the 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.**
   RESOLVED:
   Unanimously resolved to pass the above resolution



Chair …… Date……

**(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.**

RESOLVED:

Unanimously resolved to pass the above resolution

**(e) Should the Clerk be unable to perform their duties, a nominated councillor will assume the role of Proper Officer and RFO in an unpaid capacity.**

RESOLVED:

Unanimously resolved to pass the above resolution. Cllr A Warner indicated that he be willing to take on this role is the case of the clerk becoming unable to carry out her duties

**(f) The Clerk, in consultation with the Chairman and Vice-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.**

RESOLVED:

Unanimously resolved to pass the above resolution

**(g) Should government allow councils to meet virtually (online), the council will take all reasonable steps to facilitate this.**

RESOLVED:

Unanimously resolved to pass the above resolution

There being no further business, the meeting closed at 11.10 am



Chair …… Date……