



T: 07570 812421  
E: badgworthparishcouncil@hotmail.co.uk  
W: parish-council.com/badgworth

## **Minutes**

Minutes of the extraordinary meeting of the Parish Council held on Monday 23<sup>rd</sup> March 2020 at 7pm at the Badgworth and Biddisham Parish Hall, Biddisham.

### **Present**

Cllrs Body (Chairman), Winsor, Wilkie and Vining. Also in attendance was the Parish Clerk, Mrs H Marshall. There were no members of the public present.

42/20 Apologies: Cllrs Hipwell, Shaw and White. The apologies were accepted. District Cllr Godwin Pearson; County Cllr Filmer.

43/20 Declarations of Interest None

44/20 Minutes of the Parish Council Meeting held on Monday 24<sup>th</sup> February 2020: Copies having been circulated; the Minutes were then taken as read and approved as a true record.

45/20 The following motion was discussed:

### **Business Continuity Motion to Badgworth Parish 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 3 Councillors being if possible the Chairman and Vice Chairman of council and an appropriate Councillor. 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 Planning Committee, being 3 Councillors. Whenever possible, members of the Council will be informed of applications out for consultation and all members and members of the public will be able to submit comments to the Clerk. A notice will be posted on the website and whenever possible on noticeboards.

(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) In line with government advice, staff will be encouraged to work from home.

(f) Should the Clerk be unable to perform her duties, 3 Councillors will arrange for a Councillor to assume the role of Proper Officer and RFO in an unpaid capacity.

(g) 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.

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

**Resolution:** To adopt the motion. Unanimous.

Signed Chairman

20<sup>th</sup> April 2020