

Full Council

MILBORNE PORT PARISH COUNCIL

Minutes of the Extraordinary Full Council meeting
held in The Council Chamber, The Town Hall on:

Tuesday 24th March 2020 @ 7:00pm

Present:

Parish Councillors; (none)

In attendance:

0 Members of the public.

Due to the global pandemic of the coronavirus / CODID 19 the Government had band all meetings of more than 2 people and ordered the whole population of the UK to stay within their homes. This meant this meeting couldn't take place in person by members.

The National Association of Local Council issued advice to all Councils that in this case of extreme circumstances an email vote could take place to resolve on very urgent business. The motion on the agenda was urgent business as without it passing the motion the council would no longer be able to function.

All Members of the Council were sent email on the morning of Tuesday 24th March asking them to vote for or against the motion.

Agenda Number:	Agenda Item:
1	<u>Apologies for Absence:</u>
2	<u>Declarations of Interest:</u>
3	<u>Motion to the Council:</u> Business Continuity Motion to Council In light of the Coronavirus (Covid-19) pandemic and government advice, this council resolves that: (a) This council will cease holding in person meetings and that 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 and Vice 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.

Extraordinary Full Council Meeting – 24th March 2020 - Milborne Port Parish Council

Website: www.milborneport.org.uk

Email: clerk@milborneportpc.org.uk

Parish Clerk: Simon Pritchard

Tel: 01963 251268

(c) The authority to decide the council's response to planning applications be delegated to the Clerk or Deputy Clerk, in consultation with the Chairman of the Planning Committee and Chairman and Vice Chairman of council. Whenever possible, members of the Planning Committee (or council in the case of large applications) will be informed of applications out for consultation and will be invited to submit comments to the Deputy 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 his duties, the Deputy Clerk will assume the role of Proper Officer and RFO.

(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.

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

(h) The above arrangements will be kept under constant review until a time when it is the option of the Chairman and Vice Chairman, in conjunction with Government advice, that the epidemic has passed, at this point the Clerk will continue to call meetings as normal.

Proposed by: Cllr Fletcher

Seconded by: Cllr MacArthur

The result of the email vote at 19:25 on Tuesday 24th March 2020:

- **Ten Members voted in favour of the motion**
- **Three abstentions** (Cllrs Howes, Barsby & Laughton)
- **Zero against**

The motion is carried

NB: Cllr Howes contacted the Clerk the next day to say that he would have supported the motion.

In line with the guidance from NALC, the Clerk has kept paper copies of all the email votes.

Signed: _____ Date: _____