

Minutes of Long Sutton Parish Council Meeting
7 April 2020 at the Village Hall (car park) 7:30 pm

Present Councillors Mr T Brand (chairman), Mr G R Cox, Mr R Fell, Mrs G Marffy

Apologies from County Councillor Mr Dean Ruddle, and District Councillor Gerard Tucker

Public Session commenced at 7:30 pm.

There were no members of the public present at the meeting

Public session closed at 7:30pm

Meeting opened at 7:30 pm. It is noted that this meeting is quorate and can go ahead, observing Government guidelines regarding social distancing.

Minutes agreed at the virtual meeting held on Zoom Tuesday 5 May 2020. To be signed when the Parish Council next meets in person.

Signed:

Cllr T Brand
Chairman

1. To receive apologies for absence

Apologies received from Cllr Coombes (Keyworker childcare), Cllr Rousell (self-isolating), Cllr Stoddart-Stones (complying with Government guidelines), Cllr Turpin (self-isolating). Cllr Dowse is still away on extended leave. It was resolved to accept the apologies and the reasons given.

2. Declarations of Interest

None.

3. Minutes of the meeting 3 March 2020 and any matters arising

A spelling mistake was highlighted, in Cllr Stoddart-Stones surname, which has been corrected. It was resolved that the minutes are a true record of the meeting held on 3 March 2020, and duly signed by Cllr Brand.

COVID-19 update

It was proposed, seconded and resolved to suspend all the following agenda items apart from item 5, Agree the Business Continuity Motion as below:

‘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 the Chairman and Vice Chairman of council, or if unavailable, a minimum of two councillors. Decisions may be recorded via email. 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 Chairman and Vice Chairman of council. Members of the council in the case of large applications will be informed of applications out for consultation and will be invited to submit comments to the 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 her duties, Councillor Cox will assume the role of Proper Officer and RFO in an unpaid capacity.

(f) The Clerk, in consultation with the Chairman and Vice Chairman, may incur expenditure where such expenditure will help the community’s efforts to support those in need of assistance or prevent social isolation’

It was resolved to adopt the above Business Continuity processes as above during the COVID-19 pandemic. As a result of the recent National Association of Local Councils advice regarding the Coronavirus Act 2020 and subsequent Regulations, it was further proposed, seconded and resolved to postpone the Annual Parish Council meeting until 2021, or until the Parish Council decides otherwise. The Chairman and other officers will remain in place until the next Annual Parish Council meeting occurs.

The meeting closed at 7:45pm.