

SHIPHAM PARISH COUNCIL
(Incorporating Rowberrow and Star)

Chairman: Councillor I Shaw
01934 842114
21st March 2020

Clerk: Samantha Peake(Mrs)
21 Gloversfield
Shipham
Somerset
BS25 1SU
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**Minutes of the Parish Council Meeting held on 20th March 2020 in Shipham Village hall
at 7.30 p.m.**

Present: Iain Shaw (in the chair), H Andrews, A Read,, P Tratt, S Leader, C Riches, K Hollis and the clerk S Peake

Apologies: C Mitchel, K Chalk, S Harris

56/20 Declarations of Interest

There were none.

57/20 To approve 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. 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 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 Shaw 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 from the Council's reserves 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.

This motion was proposed by Cllr Andrews, seconded by Cllr Riches and carried unanimously

Meeting closed at 7.10 p.m.

Signed:

Date: