



Cannington Parish Council

Minutes of the **Extraordinary Parish Council** meeting at
7.00pm on **Saturday 21st March 2020** in **Cannington Village Hall**

MINUTES DRAFT

Present:

Parish Councillors: Mike Phillips, Kym Wardhaugh, Steve Pettitt, Rob Morgan, Graham Bell, Ian Dyer and Andrew Vickery.

Chair: Colin Allen

Clerk: Tina Gardener

Members of the Public: None

Chairman Colin Allen thanked everyone for attending the meeting and it was greatly appreciated under the circumstances. Social distancing was observed and everyone sat 2 metres apart.

15/03/20 Declarations of Members' Interests and Dispensations

There were no declarations of members' interests.

16/03/20 Apologies for Absence

Apologies for absence were received from Cllrs Alan Beasley and Robin Phipps.

17/03/20 Business Continuity motion

Cllr Mike Phillips proposed to support the motion previously circulated to all Councillors for consideration. This was seconded by Cllr Steve Pettitt and agreed unanimously. The motion was then signed by Chairman Colin Allen.

In light of the Coronavirus (Covid-19) pandemic and government advice, Cannington Parish Council resolves that:

(a) All Parish Council meetings will be suspended until further notice.

(b) 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.

(c) 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.

(d) 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 Clerk or Deputy Clerk.

(e) 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.

(f) In the interest of staff, volunteer and public safety the community office will be closed to the public, except by appointment, whenever government advice deems this to be appropriate.

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

(h) Should the Clerk be unable to perform her duties, then the Deputy Clerk will assume the role of Proper Officer and RFO. If both the Clerk and Deputy Clerk are unable to perform their duties then the Chairman/Vice-Chairman will assume the role of Proper Officer and RFO in an unpaid capacity, and will consult with at least one other councillor.

(i) 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.

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

18/03/20 Emergency Budget

The Clerk reminded Councillors that the Council holds a £20,000 precept reserve, which can be used for emergencies such as the Covid-19 pandemic. Cllr Kym Wardhaugh proposed a budget of £5,000. This was seconded by Cllr Ian Dyer and agreed unanimously.

19/03/20 Emergency Planning Team

The emergency planning team agreed to assist where ever they can during the Covid-19 pandemic. Councillors wholeheartedly supports the efforts of Revd Alison Waters and Cannington Volunteers. Any assistance the Parish Council can offer will be channelled through Cannington Volunteers, so there is just one point of contact.

20/03/20 Matters of Report

1. Transport Forum to be held on 26th March 2020 is now via video conference
2. All SDC meetings have been cancelled until further notice.
3. Planning application 13/20/00005 had previously been circulated. Councillors agreed to support the application as there was no neighbour impact and it is built of suitable materials.

14/03/20 Date and Time of next meeting

To be advised

The meeting closed at 7.15pm

Signed Date