

Ufton Parish Council

Minutes of the Extra Ordinary Meeting held on Saturday 21st March 2020

Meeting commenced 10:00 hrs

1. Record of Members Present

Cllrs Baldwin, Crowther, Tayler, Byrne, Leeman, Mrs J Chapman (Clerk)

2. Apologies for Absence

Cllr Mrs Kemp

3. Acceptance of Apologies

Apologies accepted

4. Declaration of Interest

Councillors are reminded that they **MUST** act solely in the public interests and should never improperly confer an advantage or disadvantage on any person to act or gain financial or other material benefits for yourself, your family, a friend or close associate.

5. Dispensations - None declared

6. Coronavirus – actions for consideration to allow the Parish Council to function.

Councillors are asked to give consideration and approve all of the following:

6.1 To note that it is lawful for the clerk to spend against specific items in the Parish Council's budget i.e. for contractors, hall hire, clerk's salary, all of which having been identified in the budget when setting the precept, any such payments to be reported to the Council at the next ordinary meeting.

6.2 To approve provision of delegated powers to your Clerk/Locum Clerk to spend up to a limited amount and to authorise urgent work when unforeseen circumstances occur.

6.3 Delegated powers to the Clerk/Locum Clerk to respond to planning applications.

6.4 Agreement to delegate the postponement of the meeting of the Council on the 7th April 2020.

6.5 Agreement to receive and act upon Government advice in relation to the holding of the Annual Meeting of the Parish scheduled to meet on Tuesday 14th April 2020 and the Annual Meeting of the Parish Council scheduled to meet on 5th May 2020, thereby giving delegated power to the Clerk to make necessary re-arrangements for these meetings in consultation with the Chair.

It was proposed by Cllr Baldwin, seconded by Cllr Tayler and **RESOLVED** Agenda items 6.1 – 6.5 are agreed. The Clerk will keep Cllrs informed via email of all necessary information. If there is an emergency and action needs to be taken the Clerk is to agree action to be taken in consultation with the Chairman and/or Vice Chairman and one other Cllr.

7. Coronavirus – Response by Ufton Parish Council to assist in keeping the residents of Ufton safe and supported.

The Councillors agreed the wording for an A4 leaflet. The leaflet asks for volunteers to provide support to vulnerable residents within the village during the Corona-19 virus. The leaflet will be delivered to all households within the village. Once the volunteers are known this information will be put into the April Ufton News.

Cllr Baldwin thanked Cllrs Tayler and Crowther for putting the leaflet together.

8. Date of next meeting – to be advised

Meeting closed 11:00

Signed
Chairman

Date