

CLAYTON-LE-WOODS PARISH COUNCIL

**MINUTES OF THE EXTRAORDINARY MEETING
HELD ON MONDAY 23rd MARCH 2020
HELD REMOTELY BY EMAIL**

PRESENT: Councillor Mr M Clifford (Chairman)
Councillor Mrs C Billouin
Councillor Mr D Clough
Councillor Mrs D Dowrick
Councillor Mrs S Edwards Williams
Councillor Ms L Fishleigh
Councillor Mr R Francis
Councillor Mr P Gabbott
Councillor Mrs G Ormston
Councillor Mr D Rogerson (10)

In Attendance: Mrs TD Morris (Clerk)

COVID-19 UPDATE

Due to the current situation caused by the Covid-19 virus it was agreed that an extraordinary FPC meeting would be conducted remotely by email .

This was sanctioned by Cllrs M Clifford, C Billouin, D Clough, D Dowrick, S Edwards-Williams, L Fishleigh, R Francis, P Gabbott, G Ormston and D Rogerson.

8198 DECLARATION OF INTEREST

There was no declaration of interest.

8199 DELEGATION OF DAY TO DAY POWERS TO CLERK DUE TO COVID-19 VIRUS

Delegation of day to day Powers to Clerk due to Coronavirus with advice taken from Management Committee (LALC Recommendation)

1. Postpone/Cancel Clayton Cup 2020/ Summer Fair 2020/Scarecrow Festival 2020/ Summer Newsletter 2020
2. Arrangements for all Staff to be paid if they need to be off due to Coronavirus (Self/or enforced isolation)
3. Arrangements for Closing office (Working from home)
4. FPC Meetings Approval of Invoices/Planning (under delegated authority)
5. Annual Meeting and General Meeting (Postponed/cancel)
6. Ordinary Meeting to be held when deemed safe to do so

Each Member had been given the opportunity by email to agree with abstain or oppose the outlined proposals.

ACTION

The email votes in favour Cllrs M Clifford, D Rogerson, P Gabbott, D Dowrick, C Billouin, D Clough, R Francis (7). There were no other responses.

It was RESOLVED to accept recommendations 1 to 6 inclusive. This will be kept on constant review until the Covid-19 virus situation improves.

Clerk

It was requested that the staff work from home with immediate effect until it was safe to resume office working. The Clerk and the Project Officer would inform all the relevant parties of the decisions that the Parish Council had made in conjunction with Chairman.

Clerk/PO

Information regarding the restrictive working would be placed on the Parish Council website and all the notice boards.

8200 DATE OF NEXT MEETING

It is proposed that the next FPC meeting could be held remotely subject to government advice if the Covid-19 virus situation remains the same.