

APPENDIX 7

COUNCIL – 20th DECEMBER 2021

DELEGATION TO CLERK

1.0 INTRODUCTION

The current pandemic situation is resulting in increased transmission rate of the virus and Council has indicated a wish to reconsider the cessation of physical meetings, when appropriate, and the delegation of decision making to the clerk following recommendation from Council. This report introduces a new resolution to reintroduce delegated decision making.

2.0 CURRENT ARRANGEMENTS

The Council is currently meeting physically and the Committees are meeting remotely with decision making delegated to the Clerk following recommendations by Committee.

3.0 POTENTIAL NEW ARRANGEMENTS

The Council could choose to delegate the decision making to the Clerk following recommendations by Council. The Council would continue to meet on an informal basis online with agendas and documents issued in accordance with meeting statute. Minutes will continue to be recorded, considered and signed off in the interests of transparency and to aid audit.

The decisions that must (statutorily) be made by Council cannot be made under these arrangements. This includes the setting of the budget and precept, the appointment of a Clerk, and the sign off of the Annual Governance and Accountability Return. In the case of these items needing to be considered the Council must meet physically. The Annual Parish Council meeting elects a Chair of Council and this must also be convened physically, in May.

4.0 CALENDAR OF MEETINGS

The current Council has met for the regulatory occasions during 2021 – 2022. All further meetings until the Annual Parish Council meeting could be convened remotely aside from the decisions set out in 3.0

5.0 RECOMMENDATIONS

It is recommended that:

- a. Council delegates decision making to the Clerk for permitted decisions. This resolution to continue until the Annual Parish Council meeting;
- b. The Clerk convenes physical meetings when the Council is required to make decisions

For further information, contact:

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