

Littlemore Parish Council

MINUTES OF THE EXTRAORDINARY MEETING OF LITTLEMORE PARISH COUNCIL HELD ON THURSDAY 19th MARCH 2020 (7pm) AT THE OXFORD ACADEMY, SANDY LANE WEST, LITTLEMORE.

Present: Councillor: Macer Wicker (Vice Chairman)
Councillor's: Michael Evans, Kim Wicker, Maggie Willis.

Officers: Richard Wilkins (Clerk to Parish and R.F.O)

No members of public present.

Meeting opened 1900hrs

FC.74/20 Chairman's Welcome

Cllr Macer Wicker welcomed Councillors in attendance and advised that Cllr Lynda Comber was unable to attend meeting due self-isolation but would be listening via phone and will not be taking part in vote on item FC 77/20 on agenda.

FC.75/20 Apologies for Absence

Cllr Dorian Hancock	Self-isolation
Cllr Anita Fisher	Self-isolation
Cllr John Tanner	Self-isolation
Cllr Gill Sanders	Self-isolation
Cllr Sue Stewart	Self-isolation
Cllr Lucian Dunlop	Family Commitments
Cllr Tiago Corais	Work Commitments

RESOLVED: To receive and note the above apologies for non-attendance at the meeting.

FC.76/20 Declarations of Interest

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and the nature of that interest which they may have in any of the items under consideration at this meeting

No declarations received.

Members were reminded that declaration can be made at any point during meeting.

FC.77/20 Resolution to Approve Emergency Measures

Parish Clerk explained that the Resolution at Annex A is a result of the current COVID-19 pandemic that is affecting most of the globe, if passed is would ensure the Council was able to continue to operate.

An addition to the resolution (paragraph e) has been submitted by Cllr Lynda Comber.

Annex A

Resolution to approve emergency measure to allow the Council to comply with statutory or commercial deadlines in the event that it is not possible to convene a meeting of the council in reasonable time –

- a) 'In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. Any decisions made under this delegation must be recorded in writing and signed by Chairman or Vice Chairman of Council and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place.'
- b) In the event that public meetings are prohibited, all financial paperwork is to be scanned and electronically sent to the Internal Controls Councillor, Payment list to be then circulated electronically to the entire council. The Clerks salary is covered by separate legislation, other payments can be authorised by the Clerk using emergency delegated powers up to £7,500. This is to enable council business to continue.
- c) In event that public meetings are prohibited, the Chairman of Planning Committee will have delegated powers to submit comments on planning applications within Parish Boundary.
- d) Any decisions taken during this period are to be formally approved at the first council meeting following the emergency measures.

Amendment to motion

Add

- e) Delivery of Littlemore Locals will be suspended with immediate effect, future delivery options reviewed on fortnightly basis. Publication of future Littlemore Locals during this pandemic will be reviewed by Clerk, Chair & Vice Chair with editor notified two weeks before cut-off if publication going ahead.

Proposed by: Cllr Kim Wicker

Seconded by: Cllr Michael Evans

Vote

For: 3 **Against:** 0 **Abstain:** 1

FC.78/20 Date of Next meeting

TBC

Meeting closed 1930hrs.

Signed as a true and accurate record

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Cllr

Littlemore Parish Council
Thursday 21st May 2020