

Langsett Parish Council
Minutes of the Extraordinary Meeting held remotely via telephone conference
on Monday 30th March 2020 at 7.00pm

The Chairman of the Council convened a virtual Extraordinary Meeting of Langsett Parish Council, in line with the advice of HM Government regarding the Covid-19 (Corona Virus) pandemic and advice of Local Councils Associations to stop holding any physical meetings or gatherings during this time, and as such no members of the public attended.

Langsett Parish Council Standing Orders 2018 paragraph 6 sub-section (a)

Present: Cllr Peter Horner (Chair), Cllr Linda Taylor, , Cllr Susan Barnes, and Avril Sturdy (Clerk & RFO)

EM 1 Apologies for absence

Apologies received and accepted from Cllr Lynn Hammond and Cllr Angela Brailsford

EM2 Delegation of decision making to the Clerk/Responsible Finance Officer

Councillors were asked to exercise the Council's power under Local Government Act 1972 Section 101 to empower the Clerk/Responsible Finance Officer to do anything expedient and necessary to ensure the continuous business of the Council and to deal with mandatory undertakings in order to prevent the authority from incurring liability, including the arrangements for signing of cheques and preparation of the annual audit, for a period of 3 months or until removed by resolution of the Council. The Clerk will consult with the Chairman and/or Vice-Chairman in the decision making.

This was not agreed.

Councillors were asked to agree that in the event of the Clerk/Responsible Finance Officer being unable to perform duties through illness or injury, to transfer the delegated power to the Chairman of the Council, who would be empowered to do anything expedient and necessary to ensure the continuous business of the Council and to deal with mandatory undertakings in order to prevent the authority from incurring liability for a period until such time as the Clerk/Responsible Finance Officer returns to duties or until removed by resolution of the Council.

This was not agreed. It is resolved to wait to assess events and if required a further Extraordinary meeting be called or alternatively continue to the annual meeting in May, which may be held remotely.

EM3 Coronavirus (Covid-19) Response

- It was **resolved** that the Clerk would add any relevant information to the Parish website with advice relating to Corona virus (Covid-19)
- It was **resolved** that in line with Minute EM2 the meeting on 18th May would remain and decision regarding the same be made at a future date.
- It was **resolved** that the clerk would communicate on a monthly basis any important information (i.e. planning, audit matters) and if necessary, a remote meeting via telephone would be arranged.

EM4 Any other business

The Clerk had sent by e-mail information regarding the Sheffield Lakeland Landscape Partnership Boundary Walk and it was **resolved** more information would be sought.

The Clerk outlined the necessary payments for approval during the next months and it was resolved that in order to prevent the authority from incurring liability for this period if a physical meeting does not take place, cheques will be sent to 3 Councillors by post for signature, and notification of the cheques sent to all Councillors for information.

The payment of McAfee security protection for the Parish Council's laptop was discussed and it was resolved that when payment was due in May, advantage of the offer of 2 years cover for £99.99 was made.

EM5 Date of next meeting - The date of the next meeting will be Monday 18th May unless advised by the Clerk in due course.

Signed:

Chair _____ Clerk _____ Date _____