

Brinsworth Parish Council

MINUTES OF THE SPECIAL ORDINARY MEETING HELD ON THURSDAY 19 MARCH 2020

Those present :

Chairman : Cllr A Buckley

Vice-Chairman : Cllr J Williams

Councillors : Cllr Mrs P Gregory, Cllr S Ridge, Cllr Mrs M Rollinson

Officers : Mrs G Blank

2402 Apologies

Apologies were received from Cllrs Bowler, Dyson, Hughes, Saxton and Tompkins and the reasons given were approved.

2403 Emergency Action

Coronavirus

a) To receive an update

The Clerk updated Councillors on the current position of the Corona Virus Emergency. Daily advice is being sent out by RMBC, YLCA and NALC that the Clerk is forwarding to all Councillors.

All Councils are being advised to hold an emergency meeting to put measures in place so that the Parish Council can continue to operate during this period. With this in mind the Clerk has written a Business Continuity Plan in response to COVID19 Pandemic and a Delegation of Authority Plan and circulated this to Councillors prior to the meeting. These documents follow the recommendations given by NALC. Should the Parish Council choose to adopt these documents they will come into affect from the close of the meeting held on the 19th March 2020 until the next full meeting of the Parish Council is reconvened.

b) To discuss and approve the cancellation of future Parish Council meetings

The guidance from the Government and NALC is that all non essential meetings are cancelled immediately to protect Councillors, staff and members of the public. The only meetings that currently need to go ahead is the Annual Assembly and Annual Meeting of the Council scheduled for May 2020 and the approval of Financial Accounts meeting scheduled for June 2020.

It is currently not permitted to hold meetings that are not face to face but NALC are asking the Government to make changes to this legislation. The Clerk would notify Councillors if this is agreed. The Parish Council would then be able to meet remotely using the Councillor's iPads.

RESOLVED: That all Parish Council meetings are cancelled until further notice or advice to the contrary is received.

c) To discuss and approve delegation of powers to the Clerk

During this emergency period it is advised that Parish Councils extend the powers of delegation to the Clerk.

Any decision requiring Council approval where it is not possible to convene a lawful meeting is recommended to be delegated to the Clerk in consultation with 3

Councillors for the Operational Period. Where practicable, the 3 Councillors should consist of the Chairman and Vice Chairman plus one Councillor in the low risk category.

Cllr Gregory asked how finances will be processed during this period. The Clerk confirmed that she would send out all documentation as normal for all Councillors to review but would only seek approval from the 3 Councillors elected.

RESOLVED: The Council empowers the Clerk and Responsible Financial 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 during the period that the delegation is applicable.

RESOLVED: That any decision requiring Council approval, where it is not possible to convene a lawful meeting, is hereby delegated to the Clerk in consultation with 3 Councillors for the Operational Period, these are nominated as Cllrs Buckley, Ridge and Williams.

d) To discuss and approve cancelling VE Day Celebrations

Since the compilation of the agenda an email has been received acknowledging that this event is to be postponed at a national level. Consideration of an alternative date for when the event will be held once the emergency has passed.

e) To discuss and approve any other actions to be taken

The Clerk informed Councillors that the Corona Virus had already impacted on The Centre which has closed its doors to the public.

Trustees have taken the difficult decision to give staff their notice, with the exception of the managers, to reduce ongoing costs. The Trust has enough cash flow to pay the March wages and outstanding invoices with an amount left to pay essential bills for April. Trustees are looking at alternative funding from Government Grants and Business Continuity Insurance to fund the severance payments owed in April but have asked the Parish Council to consider making the 2020/21 loan allocation available earlier to assist them.

Councillors accepted that there will be an expectation that the Parish Council will financially support the Centre through these difficult times and acknowledged that the Trustees had taken steps to reduce expenditure until the Centre can become operational again.

Cllr Williams asked that it be noted that he did not agree with this and was not comfortable giving the precept away to fund the Centre when there is no guarantee that the Centre will be a success once it reopens.

RESOLVED: That the Clerk is permitted to drip feed the £50,000 loan into the Centre accounts as and when it is required to pay essential expenditure. All expenditure going forward must be controlled by the Clerk until the Centre is able to begin operating once again.

MEETING CLOSED 19:55