



WINCANTON TOWN COUNCIL

MINUTES OF THE TOWN COUNCIL MEETING HELD ON MONDAY 23rd MARCH 2020 IN THE TOWN HALL

MEMBERS OF THE PUBLIC: None

MEMBERS OF THE LOCAL PRESS: None

OFFICERS IN ATTENDANCE: Sam Atherton, Town Clerk

MEMBERS PRESENT:

Councillors Shelbourn Barrow (Chairman), Tudgay (Vice-Chairman), Hearne, Smith, Greening, Hinks, Thomas and Power

COUNTY COUNCILLOR: Apologies given.

DISTRICT COUNCILLORS: Apologies given

PUBLIC PARTICIPATION

None.

0846 APOLOGIES

Councillors Walters, Galitzine, Old, Rodgers, Vagg and Eadington

0847 DECLARATIONS OF INTEREST

None.

0848 MINUTES OF THE PREVIOUS MEETINGS

Monday 9th March 2020 (minutes 0833-0845). Proposed by Councillor Hinks, seconded by Councillor Smith, the minutes were approved and signed by the Chairman. The Chairman mentioned the planned working party meetings have all been cancelled until further notice.

0849 PLANNING:

Application recommended for approval

20/00543/FUL Erection of one bed bungalow, associated parking and provision of parking for existing dwelling. Land Adjacent to 12 Balsam Close. Proposed by Councillor Tudgay, seconded by Councillor Smith. Vote: Unanimous.

0850 CHEQUE LIST

On a proposal from Councillor Smith and seconded by Councillor Power, the cheque list was approved. Councillors Hinks and Tudgay signed the cheques once approved. Council talked about clock winding at the Town Hall, Councillor Smith will do an article for the Wincanton Window.

0851 EMERGENCY PLAN/BUSINESS CONTINUITY

The Chairman talked about the emergency plan/business continuity documents and the Wincanton Support Plan V8, which may change going forward. The Chairman also mentioned organising a civic event to recognise the Towns response to the current situation. On a proposal from Councillor Tudgay, seconded by Councillor Power, it was resolved to adopt both the revised emergency plan and business continuity policy. Vote: Unanimous.

0852 SCHEME OF DELEGATION

On a proposal from Councillor Smith, seconded by Councillor Tudgay, Council voted unanimously to delegate Council decisions to the Clerk, though consultation with the Chairman and Deputy Chairman, during any period of restricted activity declared by the Government in respect of the Covid-19 virus; The motion carried is:

- (a) Should the council be unable to meet for whatever reason, the Clerk is given delegated authority to progress all ongoing matters and projects and authorise all regular payments and incur expenditure in line with the council's agreed budget.
- (b) Any decisions taken under resolution (a) above will be taken, whenever possible, in consultation with the Chairman and Vice Chairman of council. A record of all decisions and expenditure incurred under delegated authority will be kept and reported to members when the council next meets.
- (c) The authority to decide the council's response to planning applications is delegated to the Clerk or Deputy Clerk, in consultation with the Chairman and Vice Chairman of council. Whenever possible, members of council will be informed of applications out for consultation and will be invited to submit comments to the Clerk or Deputy Clerk.
- (d) The provisions outlined in resolutions (a-c) above will override any requirements to the contrary in the council's standing orders and financial regulations or terms of reference.
- (e) In the interest of staff, volunteer and public safety the community office will be closed to the public, except by appointment, whenever government advice deems this to be appropriate.
- (f) In line with government advice, staff will be encouraged to work from home.
- (g) Should the Clerk or Deputy Clerk be unable to perform their duties, a nominated councillor will assume the role of Proper Officer and RFO in an unpaid capacity.
- (h) The Clerk, in consultation with the Chairman and Vice Chairman, may incur expenditure from the project earmarked reserve where such expenditure will help the community's efforts to support those in need of assistance or prevent social isolation.
- (i) Should government allow councils to meet virtually (online), the council will take all reasonable steps to facilitate this.

On a Proposal from Councillor Hearne, seconded by Councillor Smith, Council resolved to nominate Councillors Greening and Thomas to perform the Clerk's duties as per 0852 (g).
Vote: Unanimous.

0853 CORRESPONDENCE AND CLERKS REPORT:

The Clerk reported on the following:

- The Skatepark completion.
- Using Zoom to keep in contact.
- The meeting with the Chief Executive, SSDC.
- The delivery of the Community Support emergency packs
- Signing cheques - The Clerk will liaise with Councillors who have authority to sign cheques, after the cheque list has been sent to all Councillors via email, for comments.

0854 ITEMS FOR CONSIDERATION FOR THE NEXT AGENDA

None.

The meeting ended at 8pm

Signed

Dated: TBC