

ALDINGBOURNE PARISH COUNCIL

Clerk Mrs Lindy Nash FCCA

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Minutes of the Extraordinary General Meeting of Aldingbourne Parish Council, held on 31st March 2020 at the Aldingbourne Community Sports Centre, from 8pm

Present - Councillors Beaton, Foott and Blaylock.

Meeting was previously informed by online discussion at 7pm between these Cllrs, and Cllrs Flitter, Harbord and Warden - virtual discussion held due to social distancing requirements during the Corona Virus which prevented a full EGM being held in public. Also in attendance - Lindy Nash, Clerk.

1/20 Apologies for Absence - Cllrs Sturgess and Turner were unable to join virtual discussion due to technical difficulties - Cllrs present for formal agreement of the EGM minutes were sufficient to form a quorum, and their decisions accurately reflected the conclusions of earlier discussions which also included Cllrs Flitter, Harbord and Warden.

2/20 Declarations Under the Code of Conduct - None.

3/20 Approval of suspension of all Public Meetings of Aldingbourne Parish Council (APC) until further notice in compliance with current National Government requirements in relation to the current Covid 19 pandemic.

There was unanimous agreement amongst the 6 Cllrs consulted on this matter that Public Meetings of APC should be suspended until further notice. This therefore complies with the APC's Standing Order 24b which requires that:

"A motion to permanently add to or vary or revoke one or more of the council's standing orders not mandatory by law shall not be carried unless not less than 6 of the councillors at a meeting of the council vote in favour of the same."

4/20 Approval of a revised Scheme of Delegation, in order to enable APC business to continue in the absence of public meetings.

Again in accordance with Standing Order 24b, and with recognition of Financial Regulation 1.9 which requires that the Clerk:

- acts under the policy direction of the Council;
- administers the Council's financial affairs in accordance with all Acts, Regulations and proper practices;
- determines on the Council's behalf its accounting records and accounting control systems;
- ensures the accounting control systems are observed;
- maintains the accounting records of the Council up to date in accordance with proper practices;
- assists the Council to secure economy, efficiency and effectiveness in the use of its resources; and
- produces financial management information as required by the Council.

There was unanimous agreement by Cllrs Beaton, Foott, Blaylock, Flitter, Harbord and Warden that the Temporary Scheme of Delegation should be adopted as follows:

TEMPORARY SCHEME OF DELEGATION

In response to the Covid-19 outbreak in the UK, and in line with Government instructions for social distancing, this Authority recognises that it is currently not possible to convene Council meetings in public.

It is anticipated that legislation will soon enable Parish Council meetings to take place virtually, hence allowing decisions to be made by electronic means. In the interim however, this Council authorises the Clerk to make decisions on behalf of the Council where such decisions cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. This will be carried out, where possible, by consultation with Councillors by electronic means or telephone. The Clerk will further consult with the Chairman for guidance as necessary.

The delegation does not extend to matters expressly reserved to the Council in legislation or in its Standing Order or Financial Regulations. Any decision made under this delegation must be recorded in writing 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.

5/20 There being no further business for discussion the meeting closed at 8.05pm

Signed(Chairman)

Date

THESE MINUTES ARE IN DRAFT FORM UNTIL APPROVED BY THE COUNCIL AT THE NEXT MEETING, AND MAY BE AMENDED BY RESOLUTION. COPIES OF ALL UNAPPROVED MINUTES, AND AGENDA AND MORE INFORMATION ABOUT ALDINGBOURNE PARISH COUNCIL CAN BE FOUND ON THE PARISH COUNCIL'S WEB SITE; <http://aldingbourne.arun.gov.uk/>