



Minutes of the Wilbarston Parish Council Meeting Held on  
Thursday 24<sup>th</sup> March 2020 at 7.30 pm via WhatsApp Conference Call

**Present:**

Councillors: N Richards (Chair), S Dalton, D James

**Clerk:** Becky Jones

**Announcement**

When the clerk summoned the council on the 18 March 2020 there was no specific Government directive that council meetings or parish meetings could not go ahead. However, on the 23 March 2020 the Prime Minister announced that the Government "*will stop all gatherings of more than two people in public, excluding people you live with*". Consequently, and, with consideration of earlier advice that Northants CALC are expecting the Government to announce provisions for holding council meetings remotely (e.g. via phone or video conferencing) the extra-ordinary council meeting was transacted over WhatsApp conference call.

Minute No.		ACTION
20/451	<b>Apologies received</b> – Cllr A Smith, Cllr L Dale, Cllr R Willatts, Cllr Walkling <b>RESOLVED:</b> The apologies were accepted	
20/452	<b>Declarations of Interest by Councillors</b> – none	
20/453	<b>To put the following measures in place should the Parish Council not be able to convene due to restrictions put in place by Central Government to combat Covid-19 infection.</b>	
20/453 a	<p><b>To RESOLVE to approve the following emergency measure to allow the Parish 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.</b></p> <p><b>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. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions 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.</b></p> <p>It was <b>PROPOSED</b> that the wording of the motion be amended as follows: (the amendments are underlined and highlighted)</p> <p><b>In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting (<u>remotely or in person</u>) of the council in a</b></p>	

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	<p>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. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions 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 <b>(remotely or in person)</b> of the council after the council meeting <b>(remotely or in person)</b> at which the delegation was put in place.</p> <p>The clerk advised the council that the wording of the original motion set out above and in the agenda was provided by the Northants County Association of Local Councils. The clerk reminded the council that there is no statutory provision for transacting the business of the council remotely and/or privately under Standing Orders, but NALC are of the opinion that <i>"the likelihood of a successful legal challenge (in these unprecedented times) is low"</i>. - National Association of Local Councils</p> <p>It was AGREED that it was sensible to keep the delegated powers as a 'rolling' power, which must be resolved at each meeting from now on until the danger (of no quorum) has past.</p> <p><b>RESOLVED:</b> The proposed amended wording was <b>AGREED</b>  <b>RESOLVED:</b> Delegated powers were <b>AGREED</b> in accordance with the amended and agreed wording set out above</p>	
20/453 b	<p><b>In the event that public meetings are prohibited, all financial paperwork to continue to be scanned and electronically sent to the Internal Controls Councillor, Payment list to be then circulated electronically to the entire council. The Clerk's salary is covered by separate legislation, other payments can be authorised by the Clerk using delegated powers up to £500. Once electronically approved the payments will be made in the usual manner once a month. This is to enable council business to continue.</b></p>	Clerk
20/453 c	<p>The council deferred this item to enable the Clerk to seek clarity from Unity Trust Bank as to how delegated financial powers would be facilitated</p> <p><b>Any decisions taken during this period are to be formally approved at the first council meeting following the emergency measures.</b></p> <p>The council did not conclude this motion</p>	
20/455	<p><b>Finance:</b></p>	
20/455 a	<p><b>To consider and resolve Wilbarston Parish Council's contribution of £700 to continue the pilot bus service between Market Harborough and Corby beyond March 2020</b></p>	

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<p><b>20/455 b</b></p> <p><b>20/455 c</b></p>	<p>The clerk clarified that this motion specifically related to an internal payment of £700 from the council current account into the Welland Wander bank account ONLY  <b>RESOLVED:</b> The contribution of £700 from the council current account into the Welland Wander account was AGREED</p> <p><b>To resolve amendments to the banking mandate for the operation of the bank accounts, payment instructions and banking services be approved and be provided to the bank by persons authorised to do so in accordance with the bank’s procedures and the mandate. Including entitling the bank to rely upon the amended mandate until it receives a later mandate amending it; the bank will be notified in writing of any changes in the organisation as per the terms and conditions of the of the account</b></p> <p>Due to the likelihood of bank signatories needing to be changed again in the next month or two, this item was <b>DEFERRED</b></p> <p><b>In conjunction with the council’s financial regulations 6.10, consider and resolve for payments to be made by internet banking resolving the nominated internet banking users and the authority and access levels required</b></p> <p><b>RESOLVED:</b> Payments to be made by internet banking was <b>AGREED</b> and that existing bank signatories were the nominated internet banking users. View and Authorise access levels would apply to the nominated internet banking users. (The clerk, as the Responsible Finance Officer is permitted to view and submit payments)</p> <p>Clerk to seek clarification from Unity Trust Bank as to how any delegated financial powers would be facilitated when making payments via internet banking</p>	<p>Clerk</p>
<p><b>20/447</b></p> <p><b>20/447 a</b></p>	<p><b>Planning Applications</b> – Consider response to any planning consultations received:</p> <p><b>KET/2020/0154 – 6 Springfield Road, Wilbarston, Full Application: Two storey front extension and canopy porch</b>  <b>RESOLVED:</b> Wilbarston Parish Council SUPPORTS the application</p>	<p>Clerk</p>
<p><b>20/450</b></p>	<p><b>Date of the next Meeting:</b>  The meeting will be held on Thursday 9<sup>th</sup> April 2020 at 7.30pm remotely unless restrictions for all gatherings have been lifted by the Government</p>	
	<p><b>Meeting Closed:</b> 8.50pm</p>	

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