**DANEHILL PARISH COUNCIL**

**Minutes of the Extra Ordinary meeting of Danehill Parish Council held on Thursday 19th March 2020 at Chelwood Gate Hall.**

Present: R. Wood (RW), N. Macleod (NM), R. Lewis (RL) (Chair), M Lewer (ML) and T. Blake (TB).

Absent: A Martin (AM), G Powell (GP).and M Mockridge (MM).

There were also members of the public present.

Emma Fulham Clerk to the Council was present.

121. To accept apologies and reason for absence.

A Martin (AM), G Powell (GP).and M Mockridge (MM) – prior commitments.

1. To receive Declarations of pecuniary and declarable Interests from members in respect of any matter on the agenda.

The Chair reminded Cllrs to declare when necessary.

1. To agree the following 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. This will be carried out where possible by consultation with members 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 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.

**Proposed by RL seconded by NM and unanimously approved.**

Decisions would be posted monthly to the website and would be minuted at the next formal parish council meeting.

1. To agree payment arrangements in the absence of formal meetings.

Electronic payments would be advanced but in the meantime the Clerk would arrange cheques and envelopes to reach the signatories in person or by post for signing and postage.

Payment schedules and account summaries would continue to be circulated to Cllrs.

**Proposed by RL seconded by NM and unanimously approved.**

1. To confirm arrangements for the following PC events:
2. VE Day – **This was unanimously postponed and no further decisions or expenditure would be agreed until such time as the Council met formally again.**
3. Annual Meeting – **This was unanimously cancelled.**
4. Litter pick – **This was unanimously agreed to continue but in an informal manner.**   
   Parishioners will able to collect the new litter kit purchased by the Council direct from the village hall as directed by Roz and Robin the co-ordinators (to be advised) and could be retained until the current health crisis was over and any litter picking should be done in line in an informal manner paying heed to social distancing advice. WDC had agreed to collect the designated refuse bags from both hall carparks early on Monday 6th April 2020 and volunteers would be advised of timescales.

Meeting closed 9:45am.

*Following the formal meeting the Council held a working party group to discuss logistics of arranging volunteers with the Church.*

*More information on this would be provided in the church magazine, parish council newsletter and Facebook.*