

CHARSFIELD PARISH COUNCIL

Minutes of Meeting Held on Tuesday, 31st March 2020

Present: Councillors Pedgrift (Chair), Moor (Vice Chair), Murray, Godwin, Laird and Pam Hembra (Parish Clerk)

		Action
1.	Apologies and Approval of Absence	
	Councillor Murray	
2.	Declarations of Interest	
	None	
3.	Delegated Powers: Members will be asked to consider a resolution to delegate powers during the Coronavirus outbreak.	
	<p>The Council agreed to:</p> <p>3.1 Devolve all normal everyday functions to the Parish Clerk (with prior agreement via email from two other councillors)</p> <p>3.2 Devolve decisions on planning applications to the Parish Clerk in consultation with the Chair whilst seeking comments from the rest of the council by email.</p> <p>3.2 Devolve all regular financial payments to the Parish Clerk, ie Clerk's salary, utilities etc for duration of the coronavirus or the next twelve months, with all payments being authorised by Councillors Pedgrift and Moor.</p>	
4.	Cessation of Meetings: The Council agreed to a resolution to suspend all meetings until further notice. With the wording below to go on the website and the Notice Board. SUSPENSION OF COUNCIL MEETINGS DUE TO CORONAVIRUS In line with the National Association of Local Council guidelines Charsfield Parish Council has cancelled all future meetings along with the Annual Parish Meeting due to be held on 19 th May 2020. The council's work will of course continue and under a resolution passed at a special meeting on Tuesday, 31 st March powers have been delegated to the Chair, Deputy and Parish Clerk. We are seeking measures to fulfil our statutory obligations for meetings to the end of the council year (March) and we will restart our public meetings as soon as it is possible and safe to do so.	

5.	Finance					
	5.1 To authorise payments as listed below:					
	Date	Detail	Ref	Power	Amount	
	24/02/2020	Wave Anglia Water	Bank Transfer	S139	£51.72	
	31/03/2020	H M Revenue and Custom	100587	LA 2011 ss 1-8	£77.60	
	31/03/2020	P Hembra – Services	Bank Transfer	LA 2011 ss 1-8	£326.74	
	31/03/2020	CAS Village Hall Insurance	Bank Transfer	LA 2011 ss 1-8	£991.68	
	5.2 To note receipt of income as listed below: VAT Return: £246.35					
6.	The Parish Council would endeavour to update the Village by email and notice board to remind them about the database of volunteers and help.					

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