

MINUTES OF A MEETING OF STREATLEY PARISH COUNCIL MEETING HELD Actions
BY VIDEO CALL ON 26 MARCH 2020 (start 7.30pm)

Present – Mr J Spring (Chairman), Mr N Barnes, Mr M Robertson, Mr M Jubb, Ms J Ashmore, Mrs L Coyle.

20/046 Preliminaries

a. **Dispensations**

None.

20/047 Apologies

None.

20/048 Context of Meeting

The meeting was arranged in order to put in place measures for dealing with urgent Parish Council, and related, business during the Covid-19 crisis.

All Councillors agreed to email their agreement to the decisions taken following the meeting.

ALL

20/049 Specific Matters for Discussion/Decision

a. **Future Meetings**

Council agreed to suspend all future Parish Council meetings until further notice or until authority to hold virtual meetings is given.

b. **Covid 19**

Council agreed that, during the period of restricted activity in respect of Covid-19, the Clerk shall have delegated authority (only after consultation with at least two Councillors, at least one of whom shall be the Chairman or Vice-Chairman) to make decisions on behalf of the Council, where such a decision cannot reasonably be deferred, to ensure the continuing function of the Parish Council. Wherever possible, all decisions shall be taken after consultation with as many Councillors as are available at the time.

Any urgent matters where it is felt full agreement is required will be emailed to all Councillors and a WhatsApp message sent alerting them to the urgent Email. **Clerk**

All decisions taken shall be recorded in writing and in accordance with legislation and shall be reported to the next full Parish Council meeting. All decisions taken shall be published on the Parish Council website as soon as reasonably practical. **Clerk/NB**

This delegated authority ceases upon the next full meeting of the Parish Council.

c. **Covid-19 Emergency Response**

Council agreed to set up a Covid19 Emergency Response group, chaired by the Chairman (or Vice Chairman) of the Parish Council.

The group shall:

- i. co-opt members of the public, as appropriate, to assist, help and guide the operation of the Emergency Response
- ii. agree the Terms of Reference of the group.

Council agreed to both the members of the group and its Terms of Reference.

The Parish Council members will receive regular email updates from the group and further co-option to the group may be required.

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d. **Clerk**

Council agreed that any additional hours worked by the Clerk as a result of Covid-19 shall be first ratified by the Chairman and then paid at the current rate of pay. **JS**
Council resolves that if the Chairman and Vice-Chairman together consider that a further resource is required an additional temporary Clerk shall be employed. **JS/NB**

20/050 Finance Matters

- a. The Clerk has written to West Berkshire Council to ask for funding to support the Covid-19 Emergency Response.
- b. Whilst awaiting any funding from District level it was agreed to transfer £2,000 from Reserves to the Emergency Planning fund to cover immediate costs such as DBS checks and training for Street Champions, printing, telephone and salary costs. All payments will stay under Parish Council control as defined in 20/049 b above. **Clerk**

20/051 Planning

a. **Applications for Planning Permission**

- i. 20/00584/FULMAJ 20/00585/LBC2 Streatley Farmhouse, Wallingford Road.

Upgrading of former farm office outbuilding to improve thermal insulation, replace two windows, install a third and build a new partition. Create a new ground floor kitchen in existing staff flat in stable building.

Council resolved that: Streatley Parish Council do not object to this application.

20/052 End of Meeting

There being no further business, the Chairman confirmed there will be no further meetings until there was legislation from government that virtual meetings could be held, and the meeting closed at 7:50 pm.