

Minutes of the **Town Council** meeting held via Skype,
on Tuesday 5th May 2020 starting at 19.30hrs

Present:

Chair: Cllr S Shepherd

Councillors: Cllr J Dewick, Cllr M Gunn, Cllr V Higgins, Cllr M James, Cllr V Keitch, Cllr I Mackillop, Cllr A Shearman, Cllr L Taylor, Cllr F White and Cllr L Wilcock.

In Attendance

District Councillor B Hamilton, County Councillor Linda Vijay

Officers: Mrs J Earp (Deputy Town Clerk) Miss V Woodgate (Admin Officer) Miss J Norris (Town Clerk)

754 Apologies for Absence

An apology for absence was received from Councillor Swann.

755 Declarations of Interest

Councillors made Declarations of Interest as detailed in the table below:

Name	Agenda Item	Minute No	Nature of Interest	Type of Interest	Action
V Keitch	Co-Option of Councillors	759	Fellow District Councillor as Town Councillor	Professional	Spoke and voted.

756 Minutes

Consideration was given to the draft minutes of the meeting held on 21 January 2020

RESOLVED that the minutes of the meeting held on 21 January 2020 be confirmed as a correct record.

757 Motion under Standing Order No.9 Put Forward by Councillors

The Town Council considered making virements to both the 2019/20 and 2020/21 budgets to create an emergency fund to support the Town Council's local response to the Coronavirus (COVID-19) Pandemic.

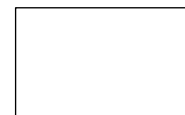
RESOLVED to put an emergency funding scheme in place to support the Town Council's local response to the Coronavirus (COVID-19) Pandemic by making virements to both the 2019/20 and 2020/21 budgets.

758 Scheme of Delegation

The Town Council considered that the Deputy Town Clerk is given delegated authority, following consultation with the Mayor and the Chair of the Resources Committee, to take any necessary steps to deal with the emerging coronavirus situation, recognising that the health and safety of staff, councillors and the public is the priority

RESOLVED

- (i) The Town Council discussed an amendment to extend delegated authority to both the Town Clerk and Deputy Town Clerk



- (ii) It was agreed that delegated authority be given to the Town Clerk and Deputy Town Clerk for matters resulting due to the coronavirus and after prior consultation with the Mayor and Chair of the Resources Committee to safeguard health and safety.

759 Co-option of Councillors

The Mayor reminded Councillors of the procedure that would be followed and the voting requirements for co-option, for the filling of the casual vacancy on the Town Council.

One person had applied and provided a signed declaration of eligibility.

The application form had been circulated to Councillors with the agenda for the meeting.

The candidate had five minutes in which to give a short presentation about themselves and why they wanted to be a Councillor. Councillors then asked questions based upon the application and what had been said.

The candidate was proposed and seconded and a vote was taken.

RESOLVED that Mr Brian Hamilton be co-opted to the casual vacancy by a unanimous vote.

760 Annual Town Council Meeting 19 May 2020

The Town Council considered the proposed outcomes for The Annual Town Council Meeting originally scheduled for 19 May 2020 as outlined in Agenda Item 8.

RESOLVED that the next annual Town Council meeting will be held in May 2021 and that the existing office holders i.e. Mayor and committee chairs continue in post until the next Annual Town Council meeting is held.

The meeting closed at 20:10 hrs.

Chair's signature:

Date: