

BOUGHTON PARISH COUNCIL

6 Horseshoe Close, Brixworth NN6 9EQ

Tel: (01604) 882527

Email: clerk@boughtonpc.org.uk Website: boughtonnorthants.co.uk

17th March 2020

Dear Councillor

NOTICE OF MEETING OF PARISH COUNCIL

To Members of Boughton Parish Council. YOU ARE HEREBY SUMMONED to attend an **Extra-Ordinary Meeting** of the Council to be held at Boughton Village Hall, Butchers Lane, Boughton on Monday 23rd March 2020 at 6.30 p.m. for the purpose of transacting the following business.

Members of the Public and Press are invited to address the Council at its Open Forum session.

Jayne Bunting

Jayne Bunting

Clerk to the Council & RFO

Item No	AGENDA
1	Apologies for absence received from Councillors not in attendance
2	Record any Declarations of Interest (on Agenda items only) <i>(Councillors are reminded that if they have either a Disclosable Pecuniary interest or other interest in any of the agenda items then they should declare the interest and withdraw from the debate or meeting as appropriate).</i>
3	Public Open Forum Session <i>(Members of the public are invited to address the Council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Representations shall not require a response at the meeting nor start a debate. Members of the public should address the Chair of the meeting, who may direct that a written or oral response be given).</i>
4	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.
	Resolution 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 Parish Council in reasonable time.
	a) 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) In the event that public meetings are prohibited, all financial paperwork will continue to be electronically sent to the Chair/Vice-Chair and the Internal

BOUGHTON PARISH COUNCIL

6 Horseshoe Close, Brixworth NN6 9EQ

Tel: (01604) 882527

Email: clerk@boughtonpc.org.uk Website: boughtonnorthants.co.uk

	Financial Control Councillor. The payment list will then be circulated electronically to full 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 approved the payments will be made in the usual manner once a month. This is to enable Council business to continue.
	c) Any decisions taken during this period are to be formally approved at the first council meeting following the emergency measures.
5	To authorise any new cheque payments since last meeting
6	To give consideration to future planning application responses
7	Annual Parish Meeting update
8	Urgent Matters for Report Only (Notified to the Chair before the Meeting)
9	Date of next Full Parish Council Meeting Monday 6 th April 2020 at 6.30 p.m.