

## BOUGHTON PARISH COUNCIL

Minutes of the Extra-Ordinary Meeting of Boughton Parish Council held on Monday 23rd March 2020 at 6.30 p.m. at Boughton Village Hall, Butchers Lane, Boughton

Present		In Attendance	
Cllr S Potter (SP)	Chair	Mrs J Bunting	Clerk & RFO
Cllr T Wright (TW)	Vice-Chair		
Cllr A Dale (AD)			
Cllr D James (DJ)			
Cllr R Mrs McDonnell (RMCD)			
Cllr Mrs C Mackaness (CM)			

### **20/2202 Apologies for Absence**

It was **RESOLVED** to accept the reason for absences received from Councillors not in attendance:-  
Cllrs: J M Shephard (personal) and R Wilson (personal).

### **20/2203 To record Members Declarations of Interest (on Agenda items only)**

The Vice-Chair declared an interest in planning application DA/2020/0196 7 Spring Close, Boughton. Councillors declarations of interest are recorded in their statutory declarations which are published on the parish website.

### **20/2204 To sign the Minutes of the last full Council Meeting held on Monday 9<sup>th</sup> March 2020**

Council unanimously **APPROVED** the minutes of the last full Council meeting held on Monday 9<sup>th</sup> March 2020 as a true and accurate record. The minutes were signed by the Chair with no other administrative amendments.

### **20/2205 Public Open Forum Session**

There were no members of the public in attendance.

### **20/2206 The following measures are now 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.**

- a) It was **RESOLVED** 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 Council in reasonable time.
- b) 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. 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 Financial Control Councillor. The

payment list to be then circulated electronically to the 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 electronically 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.

### **20/2207 Finance**

It was **RESOLVED** to authorise cheque payments since the last Council meeting. All cheques for payment will be reported and minuted at the next Council meeting.

### **20/2208 Planning**

In the absence of a Council meeting it was **RESOLVED** that the Clerk will circulate details of new planning applications for comment by councillors and collate a formal response on behalf of the Parish Council to the relevant planning authority.

- a) Consider response to new planning applications: - **Action: All/Clerk**  
N/2020/0230 & 0231 Plots 1 & 2 Development Land, Harborough Road, Northampton  
Variations to planning conditions in respect of planning permissions N/2018/1696  
and 1697

It was **RESOLVED** no observations.

DA/2020/0169 Broadlands, Moulton Lane, Boughton N2 8RF

Two storey rear extension

DA/2020/0196 7 Spring Close, Boughton NN2 8SJ

Demolition of existing single storey extension. Construction of two storey side extension

It was **RESOLVED** that the Clerk would circulate details of the above applications to Councillors for comment and the Clerk would formulate formal responses.

### **20/2209 Annual Parish Meeting**

The Chair reported that the Annual Parish Meeting in April had been postponed until further notice. The Clerk had requested reports from village organisations and these would be published on the parish website in due course.

### **20/2210 Urgent Matters for Report Only (Notified to the Chair before the Meeting)**

Cllr Mackaness advised that she was establishing a group of village volunteers, to help parishioners who were self-isolating during the Covid-19 crisis and required shopping, prescriptions collecting or to have a chat on the phone.

### **20/2211 Other Matters**

- a) It was **RESOLVED** to publish the Minutes from this meeting as a draft on the parish website. The Minutes would be formally approved at the next full Council meeting.
- b) It was **RESOLVED** to instruct MGT Design to make the necessary changes to the parish website to make it accessible to all users, especially those with disabilities. Money had been allocated in the 2020/2021 budget and the changes had to be made by September 2020.

### **20/2212 Date of Next Meeting**

- a) It was **RESOLVED** to cancel the next full Council meeting on the 6<sup>th</sup> April 2020. Until further government legislation was issued dates of future meetings would be advised by the Clerk.
- b) It was **RESOLVED** that if legislation were passed to hold virtual meetings of the Council during the Covid-19 crisis this would be adopted by the Council.

The meeting closed at 6.50 p.m.

Signed: Cllr S Potter

Chair

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Date:

15<sup>th</sup> June 2020