

# Longham Parish Council

**In response to the Covid-19 situation and in line with guidance received from the Norfolk Association of Local Clerks, this meeting was held via email with comments invited from members of the public prior to the meeting.**

Minutes of a meeting of Longham Parish Council held at 7.00pm on Monday 30<sup>th</sup> March 2020.

**Present:**  
Cllr Sue Douglas (Chair)  
Cllr Philip Collins (Vice-Chair)  
Cllr Donna McLeod  
Cllr Roddy McLeod

**1. Welcome and apologies for absence.**

The Chairman welcomed everyone to the meeting. Apologies were received from Cllr's Dye and Kerry.

**2. To receive declarations of interest.**

There were none received.

**3. Open Forum: an opportunity to hear from members of the public.**

No comments were received from members of the public.

**4. To consider the following resolution:**

'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 a decision cannot be reasonably deferred. This will be carried out by consultation with members by electronic means and telephone. The Clerk will further consult with the Chairman for guidance as necessary. 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 delegation was put in place.'

Cllr Collins supported the proposed but confirmed the Clerk must consult members prior to any decisions being made.

Cllr Douglas proposed the resolution, which was then seconded by Cllr Collins, and agreed by Council. Authority is duly delegated to the Clerk, as set out above.

The meeting closed at 7.24pm.

Signed:

Date:

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