

## **FRESHFORD PARISH COUNCIL**

### **April Meeting Cancelled and Arrangements for Making Urgent Decisions**

*6 April 2020, Selina Jobson, Clerk*

Due to the current Coronavirus situation the Freshford Parish Council meeting due to take place on Monday 6<sup>th</sup> April has been cancelled. In light of guidance from the National Association of Local Councils (see below), matters requiring urgent decisions that would have been considered at the April meeting will be dealt with via email.

#### **National Association of Local Council Guidance**

The National Association of Local Councils provided the following guidance on the taking of urgent decisions by Parish Councils:

‘In the absence of government guidance, we would suggest for now only taking decisions remotely for truly urgent issues. In this case, local councils should evidence their decision making as best they can, for example by asking councillors to confirm their votes by email to the clerk for the clerk to keep as a record of the decision.’

*<https://www.nalc.gov.uk/coronavirus>, 27 March 2020*

#### **Urgent Issues**

The only matters that would have been considered at the meeting on 6<sup>th</sup> April and are considered urgent are payments and a response to a planning application. Councillors will consider these via email circulation. The Clerk will collate responses and confirm approval or otherwise.

If any resident would like to comment on any of these matters then please send comments to the Clerk via email at: [parish.council@freshfordvillage.com](mailto:parish.council@freshfordvillage.com) by Tuesday 14<sup>th</sup> April.

#### **Annual Parish Meeting**

The Annual Parish Meeting will not be held in April as planned. Further information about this meeting will be publicised when known.

#### **Future Meetings**

Government legislation allowing parish council meetings to be held remotely came into force on 4<sup>th</sup> April 2020. In light of this legislation and once Freshford Parish Council have had time to consider guidance from the National Association of Local Councils information about the holding of future meetings will be made available.

## **Items Requiring Urgent Consideration – For approval on 14<sup>th</sup> April 2020**

If any resident would like to comment on any of the matters listed below then please send comments to the Clerk via email at: [parish.council@freshfordvillage.com](mailto:parish.council@freshfordvillage.com) by 14<sup>th</sup> April.

### **1) Planning**

To consider the following planning application:

20/01129/FUL, Temple Court, The Hill, Freshford, BA2 7WG: Replacement of existing shed and summer house and associated landscaping.

### **2) Finance**

2.1 To approve the following payments:

- Alan Duck, Tynning hedge maintenance: £875
- Alan Duck, Tynning hedge maintenance: £79
- James Lock, Cemetery maintenance: £300
- Freshford Village Memorial Hall, Hall hire (Jan-April) and donation: £700

2.2 To note the following payment made in March:

Microsoft Office Business Premium licence £112.80 per year

The Chair and Vice-Chair agreed that, due to current extraordinary circumstances, the current Microsoft Office 365 licence needed upgrading to a Business Premium licence to prepare for online conferencing and to support email distribution for Parish communications. This is effectively an uplift of £52.81 p.a. on the existing licence, which has been cancelled.

### **3) Approval of the Clerk/Responsible Financial Officer**

To note that councillors agreed to appoint Selina Jobson as the Clerk and Responsible Financial Officer for Freshford Parish Council from 18<sup>th</sup> March 2020.