



**WEST BEDLINGTON
TOWN COUNCIL**

Minutes of the West Bedlington Town Council Extraordinary Meeting held on Monday 23rd March 2020 at 6.00 pm at Bedlington Community Centre, Bedlington.

COUNCILLORS PRESENT: D Crosby, A Hogg, C Taylor (Chair).

COUNCILLORS NOT PRESENT: D Graham, P Hedley, C Henderson, V Thompson, M Trimming, J Tyler.

ALSO, IN ATTENDANCE: Town Clerk S Young.

EO1/20 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors D Graham, P Hedley, C Henderson, V Thompson, M Trimming, J Tyler.

RESOLVED to NOTE the apologies received.

EO2/20 2. MATTERS FOR DISCUSSION / DECISION.

Coronavirus - Implications for Council Business.

- a) **Future Council and Committee public meetings. RESOLVED** to postpone all future Council and Committee meetings for the foreseeable future.
- b) **Annual Meeting of The Town scheduled for 6th May 2020. RESOLVED** to postpone the Annual Meeting of The Town scheduled for 6th May 2020 until such a time as legislation permits provides for.
- c) **Council Office Opening / Closing. RESOLVED** that with immediate effect the Town Council office will close. All enquires will be directed to The Town Clerk via the Town Councils email: westbedlingtontowncouncil@gmail.com.
- d) **Home working for the Clerk. RESOLVED** that the Town Clerk will with immediate effect work from home working the same days and hours as per his contract of employment.
- e) **Neighbourhood Plan Public Consultation. RESOLVED** that the Neighbourhood Plan Public Consultation be postponed for the foreseeable future.
- f) **Spring 2020 Residents Newsletters. RESOLVED** to postpone the next edition of West Bedlington Town Council Residents Newsletter for the foreseeable future.
- g) **Democracy considerations:**
 - I. **Members without access to email. RESOLVED** for The Town Clerk to make a weekly update telephone call to those Councillors without access to email.
 - II. **Members over 70 years of age who are required to self-isolate. RESOLVED** to communicate via email to all Councillors who have access to it and to include within that a weekly role call for members to confirm their wellbeing etc.
- III. **Delegation of Council decisions. RESOLVED** until legislation provides for electronic meetings and decisions that the following scheme of delegation be applied.

Chairman's initials

In the first instance The Council Chair will have delegated powers to make all decisions on behalf of The Town Council.

In the absence (non-availability) of The Council Chair then all delegated powers will revert to The Councils Deputy Chair.

In the absence (non-availability) of both The Council Chair and Deputy Council Chair then all delegated powers will revert to The Council Chair of Services Committee.

- h) **RESOLVED** all delegated decisions (in as far as time will permit) will be taken with advice from The Town Clerk and to be made after consultation with other members via email, though no informal (electronic vote) will take place.

- i) **Suspension of current Standing Orders / Financial Regulations to allow for any delegation above during the period of Coronavirus as per current Standing Orders "4.1.**
Emergency Business - Should it not be appropriate to convene an extraordinary meeting then any emergency business will be handled by a designated person, usually the Clerk or Chairman. The scope of the delegated authority should be minuted and periodically reviewed. Actions will be reported promptly to the Council."
RESOLVED that for the foreseeable future the Councils Standing Orders and Financial Regulations will be suspended.

- j) **Updates to members. RESOLVED** the Town Clerk will provide a weekly update to members (via email to those with email access and a telephone call to any members without email access.

- k) **Updates to residents. RESOLVED** the Town Clerk will provide a monthly update of The Town Councils business via its mailing list and website pages.

- l) **Any other business considerations. None**

EO3/20 3. ANY OTHER BUSINESS

There was not any other business for this meeting.

EO4/20 4. DATE OF NEXT MEETING

No further meetings for the foreseeable future.

EO5/20 5. CLOSE OF MEETING

The meeting closed at 6.22pm

Signed by the Chair

Date tbc.

Chairman's initials