

Delegated Authority.

Authority delegated to Clerk at EGM held on 19/3/2020 due to coronavirus crisis

Date	Decision	Cost	Reason	Process
23/3/20	Decision to close car park gates (except Cemetery)	No cost	Following Government advice to social distance	In consultation with Chair of the Emergency Committee who had emailed all members of the council
24/3/20	To purchase a mobile phone	£99	To allow Clerk to deal with phone calls from public/residents/funeral if not able to work in the office	Informed the Chair, Vice-chair and the Chair of the Emergency Committee. (Mobile phone for grounds staff already agreed by the Council)
25/3/2020	Asked Groundsman to work only as and when required		Following Government advice to social distance, not to make unnecessary journeys and to stay at home	Informed the Chair, Vice-chair and the Chair of the Emergency Committee. Emailed members of the Emergency Committee
27/03/2020	Paid Staff salaries		In order to pay staff as per contracts	Signed by one approved signatory as agreed at EGM on 19 th March 2020
30/3/2020	Closure of the Cemetery gates	No cost	On 26/3/20 the government instructed that cemeteries should be closed for all visitors and only opened up for a funeral	Emailed the Emergency Committee
6/4/2020	Paid monthly invoices received		In order to meet the commercial deadline	Signed by one approved signatory as agreed at EGM on 19 th March 2020
7/4/2020	Accept quote for 2020 hanging baskets	£4k	In order to meet the commercial deadline	Requested to do so by Chair, Vice-chair and Cllr Baker and agreed by Chair of the Estates Committee (agreed in principle by Council as budget allocated)
8/4/2020	Approve letter from Council solicitor		In order to meet a reasonable deadline for reply to letters	Response agreed by Chair and Vice-Chair. Made the changes requested by Chair and Vice Chair
8/4/2020	Responses to planning applications	No cost	In line with email received from HBBC as follows: The Council has received instructions from the Secretary of State Robert Jenrick and the Government's Chief Planner, Steve Quartermain that they expect the determination of planning applications to continue and they have not relaxed the statutory time periods in which Councils have to determine applications.	Responses agreed by P&D committee via email
12/4/2020	Reply to former employee letters	No cost	In order to meet a reasonable deadline for reply to letters	Used response supplied by council's solicitor

22/4/2020	Responses to planning applications	No cost	In line with email received from HBBC as follows: The Council has received instructions from the Secretary of State Robert Jenrick and the Government's Chief Planner, Steve Quartermain that they expect the determination of planning applications to continue and they have not relaxed the statutory time periods in which Councils have to determine applications.	Responses agreed by P&D committee via email
24/4/2020	Paid Staff salaries	No cost	In order to pay staff as per contracts	Signed by one approved signatory as agreed at EGM on 19 th March 2020
1/5/2020	Re-opened Cemetery Gates	No cost	In line with the announcement (in the Government daily briefings) by the Secretary of State Robert Jenrick that people can visit cemeteries and should be able to pay their respects	Informed Chair and Chair of the Emergency Committee
4/5/2020	Paid monthly invoices received	No cost	In order to meet the commercial deadlines	Signed by one approved signatory as agreed at EGM on 19 th March 2020
11/5/2020	Asked Groundsman to work his full contractual hours	No cost	In accordance with latest government announcement on 10/5/2020 that employees should work if they cannot work from home	With agreement of Chair and Chair of the Emergency Committee (also informed the Vice-chair)
12/5/2020	Re-opened Park Gates		In accordance with latest government announcement on 10/5/2020 that people can now drive to undertake their exercise and people can exercise more than once a day	With agreement of Chair and Chair of the Emergency Committee
19/05/2020	Responses to planning applications	No cost	In line with email received from HBBC as follows: The Council has received instructions from the Secretary of State Robert Jenrick and the Government's Chief Planner, Steve Quartermain that they expect the determination of planning applications to continue and they have not relaxed the statutory time periods in which Councils have to determine applications.	Responses agreed by P&D committee via email
20/05/2020	To allow LCC to use Stamford Park as a diversion whilst the street lights on Sacheverell Way are repaired		Responses to LCC emails. The meeting held on the 18 th May 2020 was cancelled before this could be discussed. parish councillors emailed with the information prior the 18th May the decision needed to be made before the next scheduled FPC meeting	Parish Councillors emailed with the information prior the 18th May – no Councillors objected.