

Minutes of the Special Meeting of Wem Town Council held on Tuesday 17th March 2020 at 10 a.m.in the Roden Suite, Edinburgh House, New Street, Wem.

Present:- Councillor P Glover (Mayor), Councillors, P Broomhall, P Dee, R Dodd, R Drummond, C Granger, M Meakin, C Mellings, J Murray, G Nash,

Mrs P O'Hagan (Town Clerk)

No Members of public present

182/20 To receive apologies for absence.

Resolved:- To accept the following apologies for absence Cllr Edge, Cllr Soul, Cllr Towers, Cllr Johnson

183/20 Disclosure of Pecuniary Interests.

a) To receive any disclosures of pecuniary interest - Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.

None declared

b) To consider any applications for Dispensations under s33 of the Localism Act 2011 – none declared.

184/20 Town Council Coronavirus Operational Response

a) to consider risk assessment and control measures.

Resolved:-

- **To approve the Risk Control Measures and recommendations.**
- **To cancel all Town Council meetings and events in the first instance until 30th April 2020 however the deadline to be extended on Government advice.**
- **To cancel any Town Council events until the end of May 2020 including VE day celebrations the deadline to be extended on Government advice.**
- **In the event of staff needing to work from home permission is given for the staff to access computer files, shared computer files and emails from home computers the Town Council's**
- **That implementation of Working from Home for staff and closure of to the Town Council office to visitors will be the decision of the Town Clerk in discussion with the Mayor, and Chairman of the Finance and Corporate Governance Committee and reflect the risk to staff and government advice.**
- **To approve the printing and circulation of the Self Isolation Support leaflet.**

b) to consider and agree emergency scheme of delegation.

Resolved:-

- **To delegate authority to the Town Clerk in consultation with the Mayor and Deputy Mayor to approve expenditure against items in the Town**

Council's budget any such payments to be reported to the Council at the next ordinary meeting.

- **To extend the financial emergency delegation powers approved on 30.5.19 to a limit of £10,000**
- **Planning – to delegate authority to the Town Clerk following consultation with the Mayor and Deputy Mayor-to respond to all planning applications in line with the Town Council's current position on SAMDEV unless other provision is made for responses to applications by Shropshire Council or the Government.**
- **To delegate authority to the Clerk to act upon Government advice in relation to the following:
Holding of the Annual Meeting of the Town Council
Holding of the Annual Parish Meeting
Arrangements for the Annual Governance and Accountability Return
Implementation of any changes to the decision making process for Town Council**

This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place.

Meeting ended 10.30

Mayor.....