

GREAT HANWOOD PARISH COUNCIL
COVID-19 SCHEME OF DELEGATION

The purpose of this scheme is to set out emergency delegation arrangements to be applied should Covid-19 prevent the council from making decisions at meetings as it normally would.

- To note that it is lawful for the clerk to spend against specific items in the Parish Council's budget. These items to be detailed in Appendix 1 and have been identified in the budget when setting the precept, any such payments to be reported to the Council at the next ordinary meeting. In making such payments, in unforeseen circumstances, (e.g. insurance premium higher than anticipated), the budget may be exceeded by up to 15%.
- Financial Regulations - provision of delegated powers for the Clerk/Locum Clerk, in consultation with the chairman, to spend up to £2,500 per transaction to authorise urgent work when unforeseen circumstances occur. Examples of such work are urgent repairs to parish assets.
- Delegate powers to the Clerk/Locum Clerk to respond to planning applications (councillors are still able to submit their own personal comments).
- Agreement to delegate the postponement of meetings of the council should this be required

Date adopted: 28th May 2020

Review: Annually or when Covid-19 pandemic ends, whichever is earlier.