

WICKLEWOOD PARISH COUNCIL

LOG OF ACTIONS TAKEN DURING COVID 19 CRISIS

All actions will be listed here and ratified at the next available meeting – Ratified by full council 7.6.21

23/3/2020 Extraordinary meeting called for Friday 27th to set up delegation authority to Clerk

24/3/2020 Government made an announcement banning all gatherings of more than 2 people.

25/3/2020 Extraordinary meeting cancelled. Statement made by Clerk to the Parish Council that during this period when the PC cannot meet, all regular or previously budgeted payments will be made by circulating list of due payments to all parish councillors who are on email. They can respond with any queries. Cheques will then be drawn up by the Clerk and posted to the Chair to sign, he will pass to Vice Chair to countersign and post back to Clerk for distribution. A list of the payments and also that month's receipts and payments record will be posted onto the village website to meet transparency requirements. Notice put on website and local social media to this effect. Payments for March circulated as above.

25/3/2020 As the current contractor for the village hall grounds ends at the end of March, 3 quotes had been received. In the absence of a PC meeting and as this work cannot be left until the council may yet meet again, the three quotes were circulated to the parish councillors who are on email, along with information about references received. The councillors were unanimous that the contract for 3 years be given to TTSR. Clerk contacted TTSR accordingly.

28/3/2020 After discussion with Chair, notified the Bookings Clerk that in view of the fact that gatherings were now banned, the PC would waive the bookings deposit ruling and allow full refund of all bookings cancelled because of the Covid 19 situation

6/4/2020 Email from Bowling Club circulated to councillors. As agreed at February meeting, the parish council had agreed to the Bowls Club erecting a sign at the end of the drive. Quotes had been received, for either an additional sign for £98 or a combined village hall/bowls club sign for £140. Councillors responded that the combined sign was best and agreed to pay the difference - £42. Bowls club updated accordingly

21/4/2020 Planning application 2020/0697 circulated via email. Councillors all had no views or comments.

28/4/2020 List of payments for April circulated to councillors and posted on website for comments.

30/4/2020 Cheques sent for signing then distributed

30/4/2020 Email from Bowling Club requesting the parish council pay 50:50 as they are paying for a new pole. Circulated to parish council. Response is that as the village hall is currently closed and therefore the council's income has plummeted, this decision to be put on hold until the council can debate it and the council's income improves. Bowls Club notified.

4/5/2020 Planning application 2020/0679 circulated via email. One councillor had views, the others didn't, therefore no response made to planning.

12/5/2020 JS approved Clerk's attendance on training course to make documents accessible on website as required by new legislation £20 course

10/6/20 With agreement of RM and JS, RM was furloughed from role of Booking Clerk effective from 1st June

Helen Frayer
Parish Clerk