



COGGESHALL PARISH COUNCIL

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Minutes following consultation of members **COGGESHALL PARISH COUNCIL** following responses received from Councillors via email on **23rd March 2020 at 7.30 pm** in the Village Hall, Stoneham Street.

Agenda /Minute Number	Agenda Item	Appendix Number
2020/120.	Responses received from: Cllrs Hagger, Unsworth, Culemann, Smalley, Walsh and Barnes No response: Cllrs Appleton, Staines, Astley, Devraj, Horne and Keig Apologies: Cllr Plumb	
2020/121.	Councillors Declarations None	
2020/122.	Minutes of previous meetings. The minutes of the Full Council meeting of 9 th March 2020 were approved as a true record. Resolved: Proposer Cllr Hagger, seconder Cllr Unsworth – one abstention.	App 1
2020/123.	Public Participation session with respect to Agenda items and other matters of mutual interest. Not applicable.	
2020/124.	In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. This will be carried out where possible by consultation with members by electronic means or telephone. The clerk will further consult with the chairman for guidance as necessary. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place. Resolved: Proposer Cllr Hagger, seconder Cllr Unsworth – unanimous	
2020/125.	To adopt the High Consequences Infectious Diseases Emergency Policy	App 2

	Resolved: Proposer Cllr Hagger, seconder Cllr Unsworth – unanimous	
2020/126.	To consider and agree whether the village hall should remain open to those hirers who wish to continue providing they accept the risks and confirm that they are taking the necessary steps to protect their clients. It was proposed that the village hall should close. Resolved: Proposer Cllr Hagger, seconder Cllr Unsworth – unanimous	
2020/127.	To consider and agree a policy on refunding / charging for events held in the village hall which are cancelled due to Covid-19 It was proposed to refund the hirers for the events cancelled due to Covid-19 Resolved: Proposer Cllr Hagger, seconder Cllr Unsworth – unanimous	
2020/128.	To agree to close the public toilets until the threat of Covid-19 has subsided Resolved: Proposer Cllr Hagger, seconder Cllr Unsworth – unanimous	

The email responses were received by 8.00 pm on Monday 23rd March 2020