



Shaftesbury Town Council

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To: Members of Shaftesbury Town Council Councillors for GEM; Hollingshead (Chair), Chase (Vice-Chair), Brown, Hall, Lower, Pritchard and Welch.

You are summoned to an Extraordinary Full Council Meeting (EFC), for the transaction of the business shown on the agenda below. To be held at **10.00am** on **Tuesday 14 April 2020** [online at Zoom.us](https://www.zoom.us). Meeting ID: 737 428 066. Password: 005420

All other recipients for information only

Tim Cook, Mayor and Chairman of Shaftesbury Town Council

Public Participation

Due to the current government coronavirus response, the Town Council will be meeting online. Members of the public are encouraged to submit their questions or comments under 'Public Participation' in advance of the meeting to the Chairman and these will be made available to all Councillors. Members of the public may also link in to observe the meeting using the details above.

Online Meeting Arrangements

The Chairman will host the meeting, attendees will be muted and councillors invited to speak in turn at each agenda item in line with Standing Orders Rules of Debate, Councillors may raise their hand to indicate that they wish to speak at other times. Voting will be by voting buttons enabled within the meeting and the decision and summary of votes will be read back before moving to the next item.

The 7 principles of public life

Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership

Agenda

- 1 APOLOGIES2**
To receive and consider for acceptance, apologies for absence (1 min)
- 2 DECLARATIONS OF INTEREST2**
To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk. (1 min)
- 3 MEMBER MOTION – DELEGATION3**
Temporary extension of delegation (10 mins)

(End)

1 Apologies

To receive and consider for acceptance, apologies for absence

(1 min)

1.1 Background

- 1.1.1 The Council (including committees) should approve (or not) the reason for apologies given by absent councillors. If a council member has not attended a meeting of the council (or its committees) or has not tendered apologies which have been accepted by the council (or committee), for six consecutive months, they are disqualified.

2 Declarations of Interest

To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk.

(1 min)

2.1 Background

- 2.1.1 Members and Officers are reminded of their obligations to declare interests in accordance with the Code of Conduct 2019. The Clerk will report any dispensation requests received
- 2.1.2 Where a matter arises at a meeting which relates to a councillor's interest, the councillor has the responsibility of declaring that interest in accordance with the adopted code of conduct. (Shaftesbury Town Council, 2019)

3 **Member Motion – Delegation**

Temporary extension of delegation

(10 mins)

NOTICE OF MOTION TO COUNCIL

To be referred to Committee (if yes, specify which committee)	No
Title of Motion	Temporary (12 month) extension of Delegation
Proposed by	Tim Cook, Mayor
Seconded by	Andy Hollingshead, Chair of GEM
Proposed Resolution	To resolve to amend for 12 months sec.2.4.5 of the Scheme of Delegation to authorise the Town Clerk to make single or various payments up to a total of £20,000 without authorisation.
Background (provided by the proposer)	<p>R68a The Town Clerk is the Responsible Financial Officer for the purposes of Section 151 of the Local Government Act 1972; and is designated and authorised to act as Proper Officer for the purposes of all relevant sections of the LGA 1972.</p> <p>R68b The Scheme of Delegation authorises the Proper Officer and Responsible Financial Officer to act with delegated authority in specific circumstances. Those include:</p> <p>R68c a) Sec. 2.4.5 which allows the Clerk to approve emergency expenditure up to £5000 outside of an agreed budget. The Clerk may seek emergency authorisation from the General Management Committee for further expenditure up to an additional £10,000; and</p> <p>R68d b) Sec. 4.1.1 Subject to consultation (ibid.) the Town Clerk is authorised to act on behalf of the Council on any matter where urgent action is needed to protect the interests of the Town Council.</p> <p>R68e The Coronavirus epidemic has demonstrated that the current delegated powers do not give the Clerk the clearest mandate to make expenditure decisions in rapid response to the crisis. To resolve this it is proposed to amend sec. 2.4.5 of the Scheme of Delegation for 12 months to allow the Clerk to approve emergency expenditure up to £20,000 in total</p>

	<p>as either one or several payments without requiring further authorisation.</p> <p>Sec 4.1.2 requires that, before the Clerk exercises the delegated powers, members consulted should consider whether the matter justifies summoning an Extra-ordinary Meeting of the Council. It does, and a meeting has been requested to consider the Motion.</p>
Financial implication (anticipated by the proposer)	<p>Authorised expenditure in one or in several commitments up to a total limit of £20,000</p> <p>This will temporarily override s.1.14 and section 4.1 of the Financial Regulations which require the Council to approve any grant or a single commitment in excess of £5,000.</p>
Legal implications (considered by the proposer)	<p>There are no legal impediments to the delegation of these financial powers or the execution thereof:</p> <ol style="list-style-type: none"> 1. The Local Government Act 1972, s111, empowers a local council to do anything (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of property or rights) which is calculated to facilitate, or is conducive or incidental to the discharge of its functions 2. The LGA 1972, s137 empowers a local council to spend up to a prescribed amount in any one year for the direct benefit of their area or any part of it or all or some of its inhabitants 3. The Localism Act 2011 empowers an 'eligible' parish council (which would include Shaftesbury Town Council) to use the general power of competence conferred on principal authorities by section 1 of the Act.