



Shaftesbury Town Council

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To: Members of Shaftesbury Town Council Councillors for Council; Cook (Chair), Brown (Vice Chair), Chase, Hall, Hollingshead, Lewer, Loader, Proctor, Tippins, Welch, Yeo.

You are summoned to a Full Council Meeting (FC), for the transaction of the business shown on the agenda below. To be held at **7.00pm** on **Tuesday 05 May 2020** [online at Zoom.us](https://www.zoom.us). Meeting ID: 842 2597 0176. Password: 007405

All other recipients for information only

Claire Commons CertHE PSLCC, Town Clerk and RFO

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 or polls 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 DELEGATION3**
To confirm voting on the delegation considered by the Council on 14th April 2020 (5 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 Delegation

To confirm voting on the delegation considered by the Council on 14th April 2020 (5 mins)

3.1 Summary

- 3.1.1 At a meeting of the Council on 14th April 2020 it was resolved to amend the scheme of delegation. This was the first meeting that the Council had held using an online meeting platform and as such the meeting was a learning curve for all concerned.
- 3.1.2 Reviewing the recording of the meeting shows that when the amendment to the motion was put, it was accepted by the proposer but the amendment itself was not voted on, instead the amended motion in its entirety was voted on. This vote was 9 in favour, 2 against and 1 abstention.
- 3.1.3 For the sake of procedural clarity this meeting has been called, to ensure two separate votes are recorded for the motion and the amendment. This avoids the risk of the Council (albeit low) being challenged, the Council would be best to record the vote again. I have sought legal opinion on this and it has been confirmed that whilst the risk of a challenge is low and almost unlikely, it is a risk nonetheless.
- 3.1.4 This meeting does not seek to reopen the motion and the amendment in its entirety, as no new information has been produced which warrants re-debate on the matter. The meeting seeks only to ensure clarity on the votes for the motion and the amendment.

3.2 Legal and Procedural

- 3.2.1 Appended to this paper is a flow chart to help members in following a motion through decision making during a meeting.

3.3 Recommendation

- 3.3.1 That the amendment;

and authorise an initial expenditure of up to £20k for the purchase of PPE for health and social care workers in the town.

is moved to the vote and, if carried, the amended motion;

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 and authorise an initial expenditure of up to £20k for the purchase of PPE for health and social care workers in the town.

is then moved to the vote. If the amendment falls, the original substantive motion is put to the vote;

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.

3.4 Reason for Recommendation

- 3.4.1 To ensure absolute clarity on a Council decision

(End)

Report Author:

Claire Commons CertHE PSLCC, Town Clerk and RFO

flowchart

