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MINUTES OF the EXTRAORDINARY MEETING OF THE COUNCIL  
HELD IN THE COUNCIL CHAMBER  
ON WEDNESDAY 18 MARCH 2020

Present: Cllr Gallagher in the Chair  
Ryan Bennett – Clerk to the Council  
Amanda Gardiner – Administrative Assistant

Cllrs Cole, Hughes, Mitchell, Montague, Taylor, Tobin, Walker, Wallington and Yeung

Voting Members: 10

Members of the Public: 0

**CC2080/20 Apologies for Absence**

Apologies had been received from Cllrs Benner, Birch, Jacob, Kyriakou and Vassiliou.

**CC2081/20 Declarations of Interests by Members**

The Chairman recommended that any declarations be made at the appropriate time.

**CC2082/20 S137 Grant Application from Harvey Road School**

**FA1491/20** Grant application of £5,000 Harvey Road School, approved at F&A Committee on 27 February 2020, was reviewed and ratified by Members.

**Resolved**

- That the Clerk makes a payment of £5,000 to Harvey Road School.

**CC2083/20 S137 Grant Application from Citizens Advice Service in Three Rivers**

**FA1492/20** Grant application of £805 Citizens Advice Service in Three Rivers, approved at F&A Committee on 27 February 2020, was reviewed and ratified by Members.

**Resolved**

- That the Clerk makes a payment of £805 to Citizens Advice Service in Three Rivers.

**CC2084/20 S137 Grant Application from Croxley Green Residents Association**

**FA1493/20** Grant application of £500 Croxley Green Residents Association, approved at F&A Committee on 27 February 2020, was reviewed and ratified by Members.

**Resolved**

- That the Clerk makes a payment of £500 to Croxley Green Residents Association.

**CC2085/20 S137 Grant Application from SPACE**

**FA1494/20** Grant application of £1094 SPACE, approved at F&A Committee on 27 February 2020, was reviewed and ratified by Members.

**Resolved**

- That the Clerk makes a payment of £1094 to SPACE.

**CC2086/20 Transfer from Reserves**

The Clerk informed members that a Transfer from Reserves of £6,999 is required to fulfil the payment of S137 Grants in 2019/2020.

**Resolved**

- That the Clerk transfers £6,999 from general reserves to account code 4711/107 – Grants, Permitted & Section 137.

**CC2087/20 COVID-19 Parish Council Office Contingency Plan**

The Clerk gave a verbal update on the COVID-19 Parish Council Office Contingency Plan distributed to Members prior to the meeting.

**CC2088/20 Delegation Scheme**

Members considered a resolution to adopt an interim measure - 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. 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**

- That the Clerk is granted 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.

**CC2089/20 Closure**

There being no further business the Chairman closed the meeting at 8:35pm