



Urgent Decisions of the Council (Delegation To The Clerk)

Urgent decisions required between scheduled meetings of the council are delegated to the Clerk in consultation with the Chairman and Vice-Chairman, with notification to the whole Council.

A maximum expenditure of £1500.00 is permitted under this delegated authority.

Decisions made under this delegation will be reported to and minuted at the next council meeting.

Under this delegation, where appropriate, the Clerk may decide that an extraordinary meeting of the council be called to deal with the urgent matter.

Planning Delegation to the Clerk (to deal with Planning Applications between meetings)

Where a consultation deadline falls between scheduled meetings, or if it is not possible to hold a meeting due to extremely bad weather or other unforeseen circumstances, the procedure will be:

- a. Seek agreement from the Planning Officer for an extension of the 'return date' to enable the application to be considered at the next scheduled meeting.
- b. Re-schedule the meeting to a convenient date or schedule an extraordinary meeting within the timescale dictated by the planning applications and notices displayed as required, or
- c. If the actions outlined above are not possible, or if the application is considered minor/uncontentious, then the Parish Council agrees to delegate the responsibility to the Clerk, in consultation with all Parish Councillors, within the following parameters:
- d. Parish Councillors will convey their views directly to the Clerk who will collate and determine the council's response within the prescribed consultation period.
- e. Decisions made under delegation will be reported to and minuted at the next Parish Council meeting.

Policy Review

The Parish Council will review this policy annually (in May) or as is necessary and appropriate.