

## **STOKESLEY TOWN COUNCIL**

**An Extraordinary Meeting was held in the Town Hall, Stokesley,  
on Tuesday 17 March 2020 at 6.30 pm**

**Present:** Cllrs Ian Blakemore and Mike Canavan joined the meeting by conference call, Bryn Griffiths, Christopher Johnson, Nigel Johnson, David Oxley, Karen Robinson, Graham Sowerby and Andy Wake.  
Clerk – Mrs Julie McLuckie.

### **1/17/03/20 NOTICE OF MEETING**

**RESOLVED** that public notice of the meeting had been given in accordance with Schedule 12, paragraph 9 of the Local Government Act 1972 to deal with business requiring urgent action.

### **2/17/03/20 APOLOGIES FOR ABSENCE**

**RESOLVED** to receive and accept the apologies from Cllr Carol Lewis.

### **3/17/03/20 DECLARATIONS OF INTERESTS IN ITEMS ON THE AGENDA**

None received.

### **4/17/03/20 MINUTES**

**RESOLVED** that the minutes of the meeting of the Town Council held on 10 March 2020 were agreed and signed as a true record.

### **5/17/03/20 COVID 19 – DELEGATION OF FUNCTIONS TO THE CLERK**

- a. **RESOLVED** to delegate all aspects of the business to the Clerk to ensure the continuous business of the council, and to deal with mandatory undertakings in order to prevent the authority from incurring liability during the period that the delegation is applicable. Where possible the Clerk would consult with the Chair and Vice Chair prior to decision making and this would be until further guidance and advice is received from YLCA.
- b. **RESOLVED** that the Clerk would manage staff workload, absences etc during this period and that anyone having to self-isolate would receive their full pay. It was agreed that this would be reviewed after a period of 3 months. The Clerk will always consider safe working for all staff ensuring that the Government guidelines are adhered too. It was recognised that there would be some elements of home working where possible and the Clerk would produce a Business Continuity Plan which would be shared with the Council in due course. Internal e-mail communications will continue unless this becomes impossible due to illness.

- c. **RESOLVED** to cancel the Town Council meetings scheduled to take place in April including the Annual Town Meeting. NALC have advised that they will circulate further advice regarding meetings including the Annual Town meeting as they receive it. This will also include advice on hosting remote meetings.

**6/17/03/20 TOWN HALL**

**RESOLVED** that the Town Hall would be closed from Sunday 22 March 2020 until further notice. The Clerk would look at what funds could be claimed and, in the interim, would transfer funds from Manorial Lands Trust to cover any expenditure while no income is been received.