

CAVERSFIELD PARISH COUNCIL

Scheme of Delegation – Draft May 22

In the event that it is not possible to convene a meeting of the Council in a reasonable time due to the continuing COVID-19 outbreak or other national event (such as a period of official mourning), the Clerk shall have delegated authority after discussion with the Chairman and Vice Chairman (or other Councillors if the Chairman and / or Vice Chairman are indisposed), 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.

The delegated authority will cease once it is possible for the Council to meet formally after the event.

The whole scheme will continue to remain in force and will be reviewed annually at the May meeting.

This Scheme was adopted at the Parish Council meeting on 19 January 2022, Minute reference 19/1/22 9. c. and will be reviewed annually at the May meeting.