

Ringwood Town Council

Ringwood Gateway, The Furlong, Ringwood, Hampshire BH24 1AT

Tel: 01425 473883

www.ringwood.gov.uk

SUMMONS

Dear Member

19th March 2020

You are hereby summoned to attend a meeting of the Town Council at the Forest Suite, Ringwood Gateway on 25th March 2020 at 7.00pm.

Mr C Wilkins
Town Clerk

AGENDA

1. PUBLIC PARTICIPATION

There will be an opportunity for public participation for a period of up to 15 minutes at the start of the meeting

2. To receive Apologies for Absence

3. To receive Declarations of Interest

4. To approve as a correct record the Minutes of the Meeting held on 26th February 2020

5. To receive Minutes of Committees and approve recommendations contained therein:

Recreation, Leisure & Open Spaces	DATE :- 4 th March 2020
Planning, Town & Environment	DATE:- 6 th March 2020
Policy & Finance	DATE:- 18 th March 2020

6. DELEGATED POWERS

To consider extending the delegation of Council decisions to the Clerk during any period of restricted activity declared by the Government in respect of the Covid-19 virus. Such delegation to enable the Council to fulfil its responsibilities to its residents (*Report A*)

7. To receive such communications as the Town Mayor may desire to lay before the Council (Councillors are reminded that no decision taking may take place as a result of this item)

8. To Receive Reports from Ringwood Town Councillors and Student Advisors (Councillors are reminded that no decision taking may take place as a result of this item)

9. To receive Reports from County and District Councillors (Councillors are reminded that no decision taking may take place as a result of this item)

10. Forthcoming Meetings – to note the following scheduled dates (these are subject to cancellation)

Recreation, Leisure & Open Spaces	7.00pm	Wednesday 1 st April 2020
Planning, Town & Environment	10.00am	Friday 3 rd April 2020
Policy & Finance	7.00pm	Wednesday 15 th April 2020
Full Council	7.00pm	Wednesday 29 th April 2020

If you would like further information on any of the agenda items, please contact Mr Chris Wilkins, Town Clerk, on 01425 484720 or chris.wilkins@ringwood.gov.uk

Council Members:

Chairman: Cllr Tony Ring, Town Mayor
Vice-Chairman: Cllr Philip Day, Deputy Mayor
Cllr Andy Briers
Cllr Gareth Deboos
Cllr Hilary Edge
Cllr Rae Frederick
Cllr John Haywood
Cllr Jeremy Heron
Cllr Peter Kelleher
Cllr Darren Loose
Cllr Gloria O'Reilly
Cllr Steve Rippon-Swaine
Cllr Glenys Turner

Student Advisors:

TOWN COUNCIL**25th March 2020****Report on delegation of powers****1. Introduction and reason why decision required**

- 1.1 Central government has confirmed a public health emergency in response to the novel coronavirus Covid-19 outbreak. Advice and restrictions already in effect and others to follow are likely to make it impracticable or even impossible for some decisions about the performance of Council functions to be made in the normal ways.

2. Background information, options, impact assessment and risks

- 2.1 The Council delegates many day-to-day operational decisions to the Town Clerk. Decisions about policy and strategy and many significant operational decisions are in practice made by members in meetings to which the public has access.
- 2.2 It is unclear at present what further restrictions may apply in future, how they may affect the Council's normal meetings and procedures and how long they will remain in force. Conventional meetings are likely to become unwise, impracticable and/or iniquitous. The law may be changed to enable "virtual" meetings to take place; but this is uncertain.
- 2.3 It would therefore enable the Clerk to keep things going through an uncertain and changing situation if members were to approve an extended and clarified delegation of powers to the Clerk for the duration of the emergency.

3. Issues for decision and any recommendations

Whether the Council should with immediate effect and during any period of restricted activity declared by the Government in respect of the Covid-19 virus:

- 3.1 Delegate to the Town Clerk (i) the power to make any decision on behalf of the Council which the Council itself could lawfully make and lawfully delegate to the Clerk at the time of such decision (whether such delegation is lawful now or not) and (ii) the power to delegate any such decision to the Deputy Town Clerk, the Finance Manager or other officer of the Council;**
- 3.2 Instruct the Town Clerk to take all steps necessary to ensure the Council fulfils its responsibilities to Ringwood residents and in doing so to confer with the Town Mayor, relevant Committee chair and other councillors where practicable and by such means as shall appear expedient from time to time; and**
- 3.3 Instruct the Town Clerk to facilitate virtual meetings of the Council and its Committees and Working Parties if lawful and practicable to do so and when this appears expedient.**

For further information, contact:

Christopher Wilkins, Town Clerk
Direct Dial: 01425 484720
Email: chris.wilkins@ringwood.gov.uk