

Item 7.4 Record of Actions / Decisions from 11th May 2020

On the 9th March 2020 the Council resolved, under the terms of the Scheme of Delegation S101;

“If Council / Committee meetings are cancelled due to COVID-19 that delegated authority should be given to the Proper Officer (the Clerk) in consultation with the Chairman and/ or Vice Chairman and /or Chairman of the relevant Committees.

- We keep the residents informed with links to national guidance
- Be vigilant with the venues and keep groups informed
- That we support staff – Personnel Committee to agree detail
- Review community events and keep the public informed
- Review digital communications
- Review insurance for losses

On the 18th March 2020 all Council meetings were cancelled until further notice due to National Guidance on public gatherings and on the 11th May 2020 it was agreed to continue with delegated powers.

This is a report of the actions and decisions taken by the Proper Officer (Clerk) in consultation with the Chairman and Vice Chairman between 11th June 2020 to date. In addition, other Councillors having been engaged in “zoom” meetings as a sounding board for their input.

The Clerk has circulated regular updates to all councillors to keep them inform.

Action number	Date	Cllr's sounded out	Detail of Action taken
1	20.6.20	PG / RC / PW	Internal Audit report to July Council meeting
2	24.6.2020	PG / RC / PW	Allotment inspection – verbal report on actions to FAS
3	26.6.2020	PG / RC / PW	Finalise Parish Newsletter
4	1.7.2020	PG / RC / PW	Restart Committees with action plans in July, virtual meetings
5	4.7.2020	PG / RC / PW	Reopened Playgrounds, Outdoor Gyms and Public Toilets
6	6.7.20	PG / RC / PW	Revised fees and charges to FAS / SAP and July Council meeting
7	6.7.2020	PG / RC / PW	Hawkhurst Recovery Plan – virtual meeting
8	6.7.2020	PG / RC / PW	Walking / cycling report - July Council meeting
9	6.7.2020	PG / RC / PW	Community Right to Bid for Hawkhurst Golf Club
10	Ongoing	PG / RC / PW	Lobby for speed camera review in Hawkhurst
11	7.7.2020	PG / RC / PW	Website – audit completed

Note, as the Committees have restarted, the delegated powers under Scheme of Declaration S101 cease and this will be the last report of this nature.

Propose

To approve the actions outlined in this report.