

Minutes of the virtual Meeting of Winterton-on-Sea Parish Council
Wednesday 25 March 2020 7.30pm

1. Election of Chairman. Mark Bobby was elected as Chair for this meeting. **Proposed** Cllr Hartley seconded Cllr Punchard.
Vice- Chairman - not discussed.
2. Attendance and Apologies for Absence
Cllr Parcell - noted.
3. Minutes of the meeting held on 26 February 2020 - agreed Proposed Cllr Hartley and seconded Cllr Punchard. Minutes to be signed post CV-19.
4. Co-option - Liam McMahon submitted his application to be a Cllr and was co-opted, Proposed Cllr Coe seconded Cllr Smithson.
5. Finance - accounts for payment - agreed Proposed Cllr Bobby, seconded Cllr Coe.
- Emergency Fund (£500.00) - agreed Proposed Cllr Smithson, seconded Cllr Bobby.
6. Policies
 - Scheme of Delegation - agreed Proposer Cllr Bobby and Seconder Smithson with amendment to remove the production of a newsletter from Clerk responsibilities.
 - Coronavirus Risk Assessment - agreed Proposed Cllr Hartley, seconded Cllr Smithson.
 - Emergency Response Working Group Terms of Reference - to agree Proposer Cllr Smithson, seconder Cllr Coe.

The Chairman resolved to exclude the press and public from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

7. Staffing Matters
 - It was AGREED to continue with a Caretaker for the Village Hall, Proposed Cllr Punchard, seconded Cllr Hartley.
 - It was AGREED to appoint the current Clerk on a permanent basis, Proposed Cllr Coe seconded Cllr Bobby.

The meeting closed at 8.50pm.