

Stonehouse Town Council Decision Log from 17 March 2020

Record of decisions taken while Town Council unable to hold public meeting due to pandemic.

Decision	Date	Budget Heading	Taken by	Scheme of Delegation used?
Set up Stonehouse Town Council helpline	17th March	No added costs	Clerk in consultation with the Chair and Vice Chair	
Set up Volunteers and database	17th March	No added costs	Clerk in consultation with the Chair and Vice Chair	
Postpone all Council and Committee Meetings until guidance is received from NALC	17th March	No added costs	Clerk in consultation with the Chair and Vice Chair	
Deputy Clerk in consultation with Town Clerk, Convenor and Deputy Convenor Environment Cttee to submit Planning responses on behalf of the Council until guidance on holding council meetings is provided by NALC.	17th March	No added costs	Clerk in consultation with the Chair and Vice Chair	Clause 2.1
Staff to work from home when possible	17th March	No added costs	Clerk in consultation with the Chair and Vice Chair	Clause 2.3
Print and coordinate delivery of Mutual support slips	20th March	No added costs	Clerk in consultation with the Chair and Vice Chair	
Print and deliver 3,500 Helpline flyers	23rd March	Admin (BC)	Clerk in consultation with the Chair and Vice Chair	Clause 2.2
Provide volunteer support for Pharmacy and Co-op	30th March	No added costs	Clerk in consultation with the Chair and Vice Chair	
Ray to continue to work on site	30th March	No added costs	Clerk in consultation with the Chair and Vice Chair	Clause 2.3
Painswick PC advised no further need for Lucas	30th March	Salaries (BC)	Clerk in consultation with the Chair and Vice Chair	Clause 2.3
Direct all calls for support to attend medical appointments to GCC Hub	31st March	No added costs	Clerk in consultation with the Chair and Vice Chair	
Purchase 4 additional Voipfone licences for Cllrs	31st March	Admin (BC)	Clerk in consultation with the Chair and Vice Chair	Clause 2.2
Award grass cutting contract to TW Hawkins and Sons but on reduced basis	1st April	Grounds Maintenance Costs (BC)	Clerk in consultation with the Chair and Vice Chair	
Advise SIB to withdraw from current years commitment to purchase plants from Plantscape	1st April	Current year's plant costs deferred to 21/22	Clerk in consultation with the Chair and Vice Chair	Clause 2.2
Agree with Plantscape to delay last year of contract to 20/21 Financial year	1st April	Current year's plant costs deferred to 21/22	Clerk in consultation with the Chair and Vice Chair	Clause 2.2
Print and deliver 4,000 Long Table flyers (Phase 1)	1st April	Admin (BC)	Clerk in consultation with the Chair and Vice Chair	Clause 2.2
Identify Helpline support for Easter Weekend	1st April	No added costs	Clerk in consultation with the Chair and Vice Chair	
Agreement to move to Phase 2 TLT	9th April	Provision of new freezer (see below)	Clerk in consultation with the Chair and Vice Chair	
Agree to purchase Freezer in support of Phas 2 TLT	9th April	Vehicles and Equipment (BC)	Clerk in consultation with the Chair and Vice Chair	Clause 2.2
Resume TC Meeting on 27th April	21st April	No added costs	Clerk in consultation with the Chair and Vice Chair	
To use 'Microsoft Team' for TC meeting on 27th April	21st April	No added costs	Clerk in consultation with the Chair and Vice Chair	

The Scheme delegates powers and duties of Stonehouse Town Council to Officers are made under Section 101 of the Local Government Act 1972