# To resolve to agree actions in response to the Coronavirus pandemic

This Council resolves,

1. To authorise the Proper Officer(s) to prioritise the use of Council resources to support distribution of official advice and the provision of Cemetery services and facilities, and that this prioritisation may mean the reduction or suspension of other services provided by the Council.
2. To authorise the Proper Officer(s) to amend operational procedures in accordance with official advice for the safety of employees, councillors and users of Council services and facilities.
3. To cancel the June 13th Summer Fair.
4. To amend the 2019/2020 meeting calendar to remove and cancel all committee meetings between March 25th and May 25th.
5. To approve the absence of any Councillor for six months from March 25th.
6. To add to the 3-year reserve forecast an item in the 2020/21 financial year for £25,000 humanitarian aid for Bingham residents during the Coronavirus pandemic, to be funded from the General Reserve.
7. To appoint a Resilience sub-committee of the Policy and Resources committee
   1. Whose terms of reference are to enable the continuation of Council business during the Coronavirus pandemic.
   2. The initial membership shall be the Mayor, Deputy Mayor and Chair of Policy and Resources, with the Mayor as Chair. The sub-committee may appoint other councillors to be members as required. If all sub-committee members are unavailable, the Proper Officer(s) may appoint other councillors as members.
   3. Shall meet without the public and press and without public notice at times and places as required.
8. To delegate the following functions of the Council to the Resilience sub-committee and amend or suspend the Financial Regulations to allow this delegation
   1. To appoint Proper Officer(s) and a Responsible Financial Officer from the employees who are available to work.
   2. To engage temporary staff to fulfil employee roles.
   3. To agree temporary contracts to deliver Council services.
   4. To implement the procedures of the approved health and safety policy handbook, employee handbook and training and development policy
   5. To consider official advice and decide whether to proceed with, reschedule or cancel the Annual Meeting of the Council on May 26th and the Annual Town Meeting on June 1st
   6. To authorise expenditure within the approved budget and 3-year reserve forecast, such expenditure being in accordance with a resolution of the Council.
   7. To instruct payments be made by the Responsible Financial Officer for authorised expenditure.
   8. To approve additional Councillors to sign Cheques and Orders for Payment, as required.

## Sources of official advice

Government advice: <https://gov.uk/coronavirus>

NALC advice for parish councils: <https://www.nalc.gov.uk/coronavirus>

Nottingham and Nottinghamshire Local Resilience Forum: <https://www.nottinghamshire.police.uk/site-page/emergency-planning-preparing-nottingham-and-nottinghamshire>