**Record of Decisions taken by Clerk under Scheme of Delegation 2020**

***as generally authorised by resolution dated 16 March 2020***

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Decision** | **Details of alternative options, if any** | **Initials of consultees and any comments** |
| 2/4 | Issue of letter of authority to Draughton Vergers and to lengthsman to continue with essential works to cut grass to preserve visibility sightlines for drivers and to protect pedestrians | Allow grass and weeds to grow as health and safety risk | Chmn and RN |
| 6/4 | To make no comments on planning application at East Berwick Barn | To object or support | RN, MB and AT – all agd no comments |
| 4/4, 7/4, 29/4 | Payment of invoices due   * YLCA subs (£125) * SLCC subs (£52) * Scottish Power (£57.08) * E&M (green cutting) x3 cuts (£135) | N/A – as pre-authorised by council and/or contractual payments | AT as first signatory |
| 4/4 | To raise no objections to proposals to be made by High Barn Cottage for stopping-up order for section of old A65 now within curtilage of the property | Object or raise comments | All cllrs consulted– no issues raised; advice from Highways provided by phone and email (on file) |
| 9/5 | Payment of invoices –   * SELRAP subs (£15) * NYCC power to footway lights (£233.45) * Zurich insurance renewal (£206.09) | N/A | Contractual payments (annual and renewals)  AT as first signatory |
| 15/5 | Payment of invoices –   * Craven Stationery (£18.10) * NYCC maintenance of footway lights (£46.08) | N/A | For supplies as ordered, and contractual payment (annual maintenance schedule)  AT as first signatory |
| 15/5 | To object to planning application for East Berwick Farm, involving diversion of public footpath | Support, comment without objecting or make no comments | All cllrs consulted plus ward councillors, neighbours at E & W Berwick, and interested villagers; response to object in line with consultation comments from cllrs (excl 2 with interests) |
| 21/5 | Publication of revised circular walks booklet on website | Retain out-dated version of booklet on website | Village cons by gp email – widespread support |
| 22/5 | No further comments on application for housing devt in field opposite Old Post Office | Submit further comments (not judged necessary, as no change in material reloaded to CDC website, following correction of technical error) | All cllrs consulted |
| 27/5 | Report to planning dept raising concern re development on field off A59 (note: likely to be permitted devt –to be monitored) | Do nothing in response to JG | Concern raised by Cllr Garnett, discussed with Ward Reps |
| 28/5 | Payment of invoice – grass cutting (£90) | N/A | Contractual payment  AT as first signatory |
| 1/6 | Acceptance of offer from NYCC library services to provide and rotate stock for mini-library in kiosk (to be organised and maintained by Old Post Office resident) | Do nothing in response to proposal put forward by resident | All cllrs consulted and resident’s proposal supported |
| 4/6 | Annual check and routine maintenance for Council computer (and payment of invoice - £45) | N/A – necessary work to maintain asset | AT as first signatory |
| 9/6 | Payment of invoice – Clerk’s salary and expenses (inc Microsoft annual fee) | N/A – contractual payments | AT as first signatory |
| 17/6 | Authorisation of work to treat weed growth near memorial seat | Do nothing – let weeds grow | RN, plus Chmn |
| 19/6 | Transfer of website/email account to new hosting company | Do nothing  NB Decision taken after consultation and on basis of Risk Assessment ; conclusion that transfer necessary for improved support arrangements | Chmn |
| 23/6 | Payment of donation to Village Hall towards cost of refurbishment (funds as budgeted and earmarked for purpose – M. 6(iii) 9/12/19 refers) | Do nothing and withhold funds | Chmn, all cllrs notified 22/6 (Zoom pre-mtg) |
| 1/7 | Payment of invoices:  – email account hosting and Bitdefender (£138)  -stationery (20.30) | As ordered 19/6 (NB – in place of payments to EUK hosting and McAfee respectively)  N/A – payment for supplies as ordered | AT as first signatory |
| 7/7 | Convening of virtual meeting of Council | N/A – meeting required to meet statutory deadline for approval of accounts | All Cllrs |