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

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

**Period: 8 September – 9 November 2020**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Decision** | **Details of alternative options, if any** | **Initials of consultees and any comments** |
| 3/9 (auth’ed by 16/9) | Payment of invoices due* Zoom subs - £14.39
* E& M - £45
* Reimburse volunteer for planting supplies - £166.62
 | N/A –as pre-authorised by council or by decisions taken by clerk (as above –3/8 re planting) and/or contractual payments | RN as online authorising signatory |
| 11/9 | To accept offer from resident to have village name sign re-painted on verge at top of village | Leave sign unpainted | No cost involved |
| 20/9 | Email sent to CDC Monitoring Officer to express concerns with loss of Ward Rep. | Do nothing | Chmn, RN, MB |
| 21/9 | Preparation and printing of Autumn village newsletter | Miss out this edition | All cllrs circulated for agt and comment on draft |
| 18/9, 23/9 | Not to comment on tree order consultations re Fairleigh and High Barn Cottage | Support or object | All cllrs re Fairleigh (RN – disclosed personal interest); Chmn, RN and MB re High Barn Cottage (AT and JG – interests) |
| 3/10 | Payment of invoices due* Craven Stationery (newsletter) - £132
* Jovanovic Joinery (n’d repair) - £70
* Clerk’s quarterly salary + exps - £588.71
 | N/A –as pre-authorised by council or by decisions taken by clerk (as above – n’ltr, and 26/8 – n’bd) and/or contractual payments | AT as second chq sig |
| 16/10 | Order of supplies to maintain defibrillator (payment by reimbursing Clerk for online credit card order) | N/A – maintenance of unit in effective working order essential service for village | Chmn, vice chmn |
| 21/10 | Grass cutting suspended until the Spring. On next visit, lengthsman asked to continue weed spraying nr bench, and to repair wall on village green | N/A – seasonal work on green as per annual cycle; wall needs to be repaired for public safety |  |
|  |  |  |  |