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

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

**Period: 15 December – 8 February 2021**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Decision** | **Details of alternative options, if any** | **Initials of consultees and any comments** |
| 17/12 | Order placed for overhaul and updates for website | Continue to experience complaints re website issues | As discussed at Council meeting on 14 December |
| 17/12 | Payment of invoice due for clerk’s salary and expenses for quarter to end Dec 2020 | N/A –as pre-authorised by council or by decisions taken by clerk and/or contractual payments | RN as online authorising signatory |
| 26/1 | Book place on elections refresher SLCC webinar | N/A – necessary in election year | RN as second signatory (consultation by email) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |