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

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

**Period: 9 February 2021- 8 March 2021**

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| **Date** | **Decision** | **Details of alternative options, if any** | **Initials of consultees and any comments** |
| 19/2 | Payment for YLCA conference £40 | N/A – booking approved by Council at meeting on 8/2 | N/A - booking approved by Council at meeting on 8/2  AT as second chq signatory |
| 22/2 | Order for printing of newsletters | N/A – preparation of newsletter approved by Council at meeting on 8/2 | All cllrs consulted on content |
| 24/2 | Payment of invoice for printing and distribution of newsletter | N/A –as pre-authorised by council or by decisions taken by clerk and/or contractual payments | RN as online authorising signatory |
| 8/3 | Payment of final quarter salary to Clerk (to 31/3/21) | N/A – contractual payment | RN as online authorising signatory |
| 8/3 | Payment of invoice for checking website in response to public complaints re access | N/A –as pre-authorised by council or by decisions taken by clerk and/or contractual payments | RN as online authorising signatory |
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