

LEWKNOR PARISH COUNCIL

www.lewknorparishcouncil.gov.uk

EMERGENCY MANDATE

Agreed at LPC's meeting 13th December 2021

And amended at LPC's meeting 9th May 2022

Formerly Covid Emergency Mandate

Revised and Agreed at LPC's meeting 10th October 2022

Lewknor Parish Council hereby approves that if meetings cannot be held face to face or meetings have to be cancelled completely (e.g. due to a meeting being inquorate, a pandemic, a Royal death) and meetings cannot be rescheduled quickly or held virtually, vital decisions can be made with the approval of at least three councillors in writing (by email).

These decisions will include the authorisation of payments (which will be made as usual online with the required authorisation of two councillors) and any other issues that cannot wait until the parish council can again hold an official meeting.

Notice of any meeting cancellation will be displayed on the parish noticeboards and on the parish council website and a monthly summary of any decisions made by councillors will be compiled by the clerk, approved by at least three councillors and published on the Lewknor parish council website.

If virtual meetings are held, LPC will meet via video conferencing on the meeting dates published on the parish council website; a link for any virtual meeting will be published on the agenda (on the website and the parish noticeboards) to allow residents to attend.

Any residents with any queries or concerns can contact the clerk or any councillors; full contact details are on the parish council website: www.lewknorparishcouncil.gov.uk