



BRIDGWATER TOWN COUNCIL  
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## Notice of the next Council Meeting

MEMBERS OF THE PUBLIC AND THE PRESS ARE INVITED TO ATTEND ALL COUNCIL MEETINGS

(Public Bodies (Admission to Meetings) Act 1960)

Dear Councillors,

You are hereby summoned to attend the following meeting:

Extraordinary Meeting of... **The Full Council**

Time... **17:30hrs**

Date... **Friday 20 March 2020**

Place... **Bridgwater Room, Town Hall, High Street,  
Bridgwater**

Councillors will be discussing all the items listed overleaf on the Agenda.

David Mears CertHE PSLCC  
**Town Clerk**  
16 March 2020

**With the recent Coronavirus outbreak, we are politely requesting that if you have the relevant symptoms, you do not attend the meeting. Upon entrance to the building you will also be required to wash your hands. Thank you.**

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful to let the office know of any plans to film or record so that any necessary arrangements can be made to provide reasonable facilities to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. All recording and photography equipment should be taken away if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting. Recording must be clearly visible to anyone at the meeting.

## A G E N D A

**TC2020/36**      **To receive Apologies for Absence and to approve the reasons given** (LGA 1972 s85 (1))

**TC2020/37**      **Declarations of interests** - Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

**TC2020/38**      **Coronavirus 'COVID-19'**

- I. to suspend all BTC meetings, standing orders and financial regulations
- II. to close all Town Council owned public used buildings
- III. to delegate all powers and decision making of the council to the Town Clerk (*except those that are prohibited by legislation*) in conjunction with the appropriate Executive PFH as follows
  - a. *Smedley - Finance, Communications, Art Centre, Museum*
  - b. *Heywood - Civic engagements*
  - c. *Redman - Town Hall, Premises, Hinkley Point, Carnival*
  - d. *Lerry - Staff, Economy, Cemeteries, Planning*
  - e. *Pearce - Community, Environment, Waterways*
  - f. *Burrows - Transport*
  - g. *Cordiner - Youth*
  - h. *Gibson - Climate Change*
- IV. That these actions should be in place until annual town council meeting of 21 May 2020; thus allowing for plans for the Mayor Making to go ahead, but can be lifted at any time should the national emergency be downgraded and can be extended by the Town Clerk in consultation with and with the agreement of the majority of the portfolio holders if the situation is still prevalent
- V. Staff should be asked to work from home. No staff shall be penalised or forced to use holiday entitlement if work becomes in short supply or if their role doesn't lend itself to home working
- VI. A system of virtual conferencing to be investigated for weekly link ups with the Town Clerk as controller
- VII. A freeze on all grant funding and unessential planned spend until such a time as finances are clearer. This will not to apply to community centres, wages or where expenditure is contractual or essential to the running of the council. Cemeteries operations are exempt and the Town Clerk has full delegated authority over the running of the cemeteries
- VIII. Getting communication right with regular daily announcements from a trusted source is important and the Leader should take on the role of External Communications pulling together information from

the Local Authorities as issued with access to the town council web for dissemination. A statement from lead councillors at times is permitted.

- IX. Setting up a Community Support group is something BTC should facilitate (but not run) and the PFH for Premises should be granted right of access to the Council premises to facilitate this demand as it develops whether this be resource hubs in the form of neighbourhood groups, village shops, delivery networks or storage.
- X. To work with SDC & SCC as follows:
- a) We should ensure there is a plan in place for care for the elderly in the case of mass self-isolation and a plan for childcare for essential workers if schools and nurseries close
  - b) All office jobs to be done remotely
  - c) Minimisation of travel and movement
  - d) Encourage social distancing
  - e) More CV testing should be made available
  - f) Noting that the Supply and Demand system will change drastically -alternatives should be put in place to deal with the potential for mass income loss -mortgage payments, council rents, council tax, utility bills, VAT, business rates -including a temporary suspension.
  - g) Investigate the suspension of rent and rates payments for CV victims

.....*End of Agenda*.....