

Frodsham Town Council

You are hereby summoned to attend an
extraordinary
meeting of

The Policy, Process & Revenue Committee
To be held on Wednesday 18th March at 6pm in
Castle Park House, Frodsham



Meeting 3

AGENDA

No	Item
PART A	
94	Apologies for absence - To note
95	Declarations of interest - To note
96	Requests from the public to speak
97	COVID-19
97.1	To note the risk assessment and business continuity report from the Clerk on and the recommendations contained within
97.2	To approve the risk assessment
97.3	To recommend to full Council that Finance Regulation 4.6 be amended to permit the Clerk to spend up to £5,000 per single transaction in cases of extreme risk to the delivery of council services
97.4	To recommend ratification of the purchase of infection control supplies by the Town Clerk under Financial Regulation 4.6 and that all purchase in connection with the COVID-19 outbreak for health and safety be accounted for in a new budget code and money taken from reserves. (Full list of purchases to be supplied to Town Council)
97.5	To approve full sick payments to staff in line with staff contracts and the Green Book terms and conditions from day 1
97.6	To approve full payment for staff who self-isolate for 14 days following advice from 111
98	Business continuity
98.1	To discuss what practical measures need to be taken in respect of business continuity including whether it is necessary to temporarily suspend any Financial regulations or Standing Orders and nominate substitutes for the Chairman and Vice Chairman of Council as part of the delegation of authority to the Clerk in order to ensure certain matters can continue.
98.2	To agree action to be taken
99	Castle Park House To discuss practical arrangements
98.2	To agree action to be taken
99	Clerk's items
100	Exclusion of press and public To consider passing a motion to exclude press and public due to the sensitive nature of the following items
PART B	
101	Confidential staffing report To receive a report from the Clerk
102	Cemetery management To receive a report from the Clerk and agree action
103	Date of next meeting Monday 27 th April 2020 at 6pm

SIGNED:

DATED: 12/03/2020