

DELEGATED AUTHORITIES

- a) The clerk is empowered to take any necessary action on any issue for the benefit of the Parish Council where in his/her opinion it would be detrimental to the Council to wait until the next Council meeting, subject to a limit of £600. In this circumstance, although the decision remains with the clerk, the clerk must make any reasonable attempt to contact the chairman, or in his/her absence the appointed deputy or in both their absence any two Councillors and obtain their agreement.
- b) The clerk is authorised to incur expenditure on behalf of the council which is necessary to carry out any repair, replacement, or other work which is of such extreme urgency that it must be done at once, whether or not there is any budgetary provision for the expenditure, subject to a limit of £600.
- c) The clerk may incur any expenditure up to £75 without reference to any Councillor for the purchase of any office equipment or office supplies or services to enable him/her to undertake his/her duties.
- a) When this Delegated Authority has been utilised, the Clerk will report the details of the issue, and any actions taken, or costs, to the next meeting of the Parish Council, where it will be minuted.