

**Coronavirus Contingency Committee Meeting
15 April 2020**

Present: Councillors Bugge, J Eccles, Hardacre, Kenyon, Mitchell and Wilson.

No members of the public were in attendance.

NB – This meeting was held online, in accordance with the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020.

427 APOLOGIES FOR ABSENCE

All committee members were in (remote) attendance.

428 DECLARATIONS OF INTEREST

There were no declarations other than those already stated in members' respective register of interests.

429 GROUNDS MAINTENANCE

Resolved that:

- The risk assessment for the grounds maintenance staff be approved.
- The shutters at the Lakeside Café Bar be jet washed.
- Cllr Hardacre assist with the preparation of bedding plants.
- A pump be procured to water the bedding plants.

430 ALLOTMENTS

Resolved that:

- Plots be cleared of those tenants who have given up their allotment and be allocated in accordance with waiting lists.
- Allotments clearance commence with Springfield and Grove Lane.
- Tenants be reminded of which animals require prior written permission from the council.
- Firearms of any type (including pellet guns) are prohibited.

431 BUDGET 2020-21

Resolved that the impact of coronavirus will in due course likely necessitate amendment to the council's budget for 2020-21.

432 GRANT APPLICATION

Resolved that a donation of £1,000 be made to the Embrace Project to assist the community and mitigate the impact of the current coronavirus outbreak, in accordance with section 1, Localism Act 2011.

433 EXCLUSION OF PRESS & PUBLIC

Resolved that in view of the confidential nature of business to be transacted, it is advisable, in the public interest, that the public and press be excluded and they are instructed to withdraw.

434 TRACTOR AND TRAILER TENDER

The town clerk confirmed that the usual procedure for the opening of tenders patently had to be amended due to the impact of the current coronavirus outbreak and the government's instructions regarding physical meetings.

Resolved that:

- The town clerk's report be noted and approved.
- The tender from Balmers GM Ltd be accepted.

435 SECURITY UPDATE

The town clerk provided an update on the measures in place to protect/secure council property.

Resolved that:

- The town clerk's report be noted and approved.
- CCTV access at the Lakeside Café Bar be limited to the town clerk, head of security and grounds maintenance manager.

436 STAFFING MATTERS

a) Staffing during the lockdown and the government's job retention scheme

Resolved that the café bar staff, service provision team B and two administrative staff be furloughed and that the remaining staff return (or continue) to work in strict accordance with social distancing and governmental instructions.

b) Instigation of a review of staff contracts and terms and conditions.

Resolved that a review be conducted with any resultant recommendations to be referred to the Staffing Committee.

437 KIRKBY ROAD SPORTS COMPLEX

Resolved that the legal advice from Mr Paul Stookes be received, accepted and approved in respect of the latest development concerning the sports complex.

The meeting closed at 11:20.