



SCHEME OF DELEGATION

Introduction

The Local Government Act 1972, section 101, gives a parish council power to delegate decisions to a committee, sub-committee or an officer of the council (the clerk being the council's proper officer).

This scheme does not delegate any matter that:

1. is reserved by law,
2. may not be delegated to a committee and/or officer.

Delegated actions shall be in accordance with Standing Orders and Financial Regulations and in line with directions given by the council from time to time and this Scheme of Delegation, and where applicable any other rules/regulations and legislation.

All delegated actions or decisions will be reported to and recorded in the minutes of the full council.

Planning

The council delegates decisions on planning applications to the clerk in consultation with a minimum of two councillors.

Generally, consultation will take place in a meeting of the council, but may be by correspondence, including email, or in person if there is no meeting scheduled before the end of the consultation date.

In respect of controversial or major development proposals, the clerk in consultation with the chairman or two councillors, may decide that an extraordinary meeting of the council be called to consider the matter.

Finance

The clerk has delegated authority to authorise expenditure as per section 4.1 of the Financial Regulations of the council.