LOWER WITHINGTON PARISH COUNCIL
SCHEME OF DELEGATED AUTHORITY

A scheme of delegated authority is adopted to minimise potential threats to business continuity. The scheme of delegated authority would be implemented in response to a risk assessment and consultation with Members.

Terms of the scheme of delegated authority:

(a) That the Clerk & Responsible Financial Officer shall have delegated authority to exercise any function that would normally be exercised by the Parish Council excepting any function which statute prescribes may only be exercised by Full Council.

(b) That authority under (a) may only be exercised having received counsel from Members by either email or, where appropriate (including upon request by Members), a duly convened All Member Working Group.

(c) That an All Member Working Group be established comprising all members with a remit to advise the Clerk on issues requiring attention.

(d) That except when discussing matters where publicity would be prejudicial to the public interest (as defined in the Public Bodies (Admission to Meetings) Act 1960) working group meetings shall be open to the public to view and, at an appropriate time, participate.

(e) The authority granted under (a) shall have effect until the date of the next ordinary election.

(f) All decisions taken under (a) shall be submitted to and ratified by Full Council at the first meeting following exercise of the delegated authority.

(g) The authority under (a) shall not affect any authority which is already delegated through Standing Orders, Financial Regulations, existing policy or previous resolution and any conditions attached thereto shall continue to have effect.

Reviewed: 19/05/25

Next review: May 2026