

ST EWE PARISH COUNCIL

Chair of the Parish Council
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NOTICE

AN EXTRAORDINARY MEETING OF ST EWE PARISH COUNCIL
WILL BE HELD ONLINE ON
WEDNESDAY 8TH APRIL 2020 AT 7.00 PM ONLINE

Members of the public are cordially invited to attend.

The meeting will be held online using “Zoom” software.

If you wish to attend the online meeting you will 1) need an internet connection, and 2) need to email the Clerk for simple instructions and the meeting ID number, and 3) if you wish to speak during the Public Session, please advise the Clerk in your email.

This meeting will be held in accordance with the recent legislation: The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

PUBLIC PARTICIPATION. Time is allocated during the Public Session for members of the public to comment on any of the items in this agenda, or to bring any relevant matter(s) to the attention of St Ewe Parish Council. Contributions may be limited to 5 minutes on each subject.

NOTE ON NUMBERING: The prefix will correspond to the Municipal Year which begins in May. January and March will carry the 19/ prefix. At the May 2020 meeting, the first item on the Agenda will be 20/01.

Members of St Ewe Parish Council are hereby summoned to transact the following business:

A G E N D A

19/113 Apologies for absence

19/114 Councillors' interests

a) Declarations re agenda items

b) Requests for dispensation

19/115 Public Session

19/116 Minutes and Governance

a) In accordance with the new legislation: *The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020*:

i) To agree that the Annual Meeting of the Parish Council and the Annual Parish Meeting will not take place this year and will be postponed until May 2021.

ii) To agree that, therefore, the Chairman and Vice-chairman will remain in their positions until the next Annual Meeting in May 2021, as will the other councillors in their respective roles (see *Parish Councillors* webpage).

iii) To agree to these emergency Standing Orders as follows:

26. Covid-19 emergency measures

- A The council will use online meeting software to conduct its meetings which 1) allows each member to be seen and heard by all attendees. 2) allows public participation during the public session. 3) allows the public to witness the meeting in real time using the same software. 4) allows the chairman to close the meeting to the public when necessary in accordance with the 1960 Public Bodies (Admission to Meetings) Act.
- B The online meeting ID Number and Password will not be published online or on notice boards, but will be available from the clerk on request.
- C The council may hold meetings at any time of day and on any day, to alter how frequently meetings can be held and to move or cancel meetings without requiring further notice.
- D The agenda for any meeting at which decisions are made will be posted on the council website and the notice boards 3 clear days before the meeting.
- E Voting will be non-verbal using electronic icons on screen or as instructed by the chairman.
- F In accordance with government regulations and guidelines, the council may extend these emergency measures or revoke them before 7 May 2021.

- b) To agree that: That the Council delegates authority to the Clerk in consultation with the Chairman and Vice Chairman to take any actions necessary with associated expenditure to protect the interests of the community and ensure council business continuity during the period of the pandemic Coronavirus, informed by consultation with the members of the council. Decisions made in this manner will be noted in *The Register of Delegated Decisions* which will be posted on the parish website under *Other Policies*.
- c) To consider training for the clerk for better compliance with the website accessibility regulations: SLCC Webinar: Creating Accessible Word and PDF Documents. £30 + VAT
- d) To consider appointing the same internal auditor as last year for the next two years.

19/117 Reports

- a) Emergency Plan
- b) Fingerpost
- c) Country Fair
- d) Other reports

19/118 Second Public Session for feedback from the public

19/119 Business for the next meeting. To receive requests for agenda items

19/120 Date of the next meetings.

- a) To agree that the council will honour the ordinary meeting dates and times during these emergency measures; i.e., every second month on the second Monday at 7 pm.
- b) To agree that shorter and more frequent meetings may be called in order to conduct council business smoothly, always honouring the rule of 3-days' notice.
- c) To agree on the next ordinary meeting on 11 May 2020, 7.00 pm ONLINE.

Will Richards

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Chairman of St Ewe Parish Council

3 April 2020