



Thursday 7 May 2020

To all members of the Parish Council
Notice Pursuant to Paragraph 10 (2) (b) Schedule 12 Local Government Act 1972

Dear Councillor

In accordance with the above provisions notice you are hereby summoned to attend an Extra-ordinary meeting of the Parish Council to be held on **Wednesday 13 May 2020 at 8.00pm.**

The meeting will be held remotely using video conferencing in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

The Agenda for the meeting is set out as follows.

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Executive Officer and Clerk

Agenda

1. Apologies for Absence
2. Declarations of Interest
3. Chairman's Announcements, including etiquette for online meetings
4. Minutes of the Council meeting held March 2020 for approval
5. Temporary changes to the Standing Orders to support online meetings - for agreement
 - a. to note The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, and that the regulations will take precedent over existing provisions in the Council's Standing Orders until 7 May 2021 in particular but not limited to the regulations to permit online meetings; not to require annual council meetings; and not to require annual parish meetings.
 - b. to agree the following changes to the Standing Orders for the duration of the regulations (until 7 May 2021) to support the management of online meetings:
 - standing order 21 add at the beginning "At the discretion of councillors or the chairman" - to provide an option to not include public speaking on the agenda if not appropriate to the meeting
 - standing order 39 add at the end "Where a meeting is held online this could also include the remote muting of microphones, online exclusion from meetings or reconvening meetings on different date/online platform/channel" - to provide clarity of specific options relevant to disruption of online meetings.

6. To consider the impacts of Covid 19 in Tollerton and agree plans for the (detail to follow)
 - a. Restitution of services
 - b. Community recovery
 - c. Progression of Parish and Neighbourhood Plans
7. Application for funding for Locality: Neighbourhood Planning Grant and appointment of Urban Imprint - for agreement
8. Appointment of conveyancers: To identify and agree the appointment of conveyancers for the purchase of land
9. Review of online meeting platform (Microsoft Teams) compared to other technology - to agree technology for subsequent meetings
10. Open Session for Members of the Public to Raise Matters of Council Business (Limited to 15 Minutes).

Extra-ordinary meeting called in accordance with the Standing Orders by



Cllr Matt Garrard

Chairman of the Parish Council

Notes:

Unless otherwise stated all council meetings are open for the public to attend. **Residents, parishioners and press wishing to observe the meeting should contact the Executive Officer and Clerk to the Council to receive an online invite by 9am on the day of the meeting.**

There is an Open Session on the Agenda at which time members of the public are invited to raise any matters pertaining to the work of the council, limited to fifteen minutes, during which the Standing Orders will be suspended.

In the interests of transparency, the council asks that any person who wishes to record the meetings proceedings inform the Chairman prior to the meeting and that the recording equipment is in view.