

## **AGENDAS, NOTES AND MINUTES for March and May 2020**

### **Parish Council Meetings**

Due to the Coronavirus pandemic no meetings were held in March or May and, as per revised Standing Orders giving the delegation of responsibilities to the Clerk, necessary activities during this period were carried out as reported in the following Reports.

Therefore there were no minutes for either meeting, nor was there an Agenda produced for May. However some items do need to be approved and minuted for the purposes of record keeping. These items are listed below and the minute numbers alongside them will be used as a record in lieu of minutes.

The following were accepted, agreed and approved for adoption via email with councillors: -

- 20.21 Chairman's Report for March 2020
- 20.22 Clerk's Report for March 2020
- 20.23 Financial Report for March 2020
- 20.26 Co-option Policy
- 20.35 Chairman's Report for May 2020
- 20.36 Clerk's Report for May 2020
- 20.37 Financial Report for May 2020
- 20.38 Revision of Standing Orders

All outstanding items from the March published Agenda are to be held over until meetings can resume, hopefully in July 2020. In addition the appointment of Positions of Responsibility that would have taken place in the May annual meeting, will be added to the next agenda.

Any items that become urgent or require approval in the interim will be dealt with either by the Clerk/Chairman as per the Standing Orders delegation, and reported in future reports, or if necessary will be circulated for approval/comment to all councillors.

The requirement for allowing Public participation and input into parish council meetings will, during this restricted period, be covered by notice in the parish magazine and on the website asking parishioners to contact the clerk if they wish to comment on any agenda item or bring any issue to the Council's notice.