



STAPELEY & DISTRICT PARISH COUNCIL

Clerk: Carol Jones

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Website : www.stapeleyparishcouncil.gov.uk

COVID-19 – NOTICE

HOW TO ACCESS PARISH COUNCIL MEETINGS WITHOUT ATTENDING

The Parish Council has cancelled all its scheduled meetings until further notice, owing to the Coronavirus Pandemic; however, the Government has introduced new regulations under S.78 of the Coronavirus Act 2020 and this allows local councils (town and parish councils) to hold meetings remotely, using various platforms.

The Parish Council will be meeting on an *ad hoc* basis when there are decision items to be considered.

It is expected that a meeting will be held during May 2020. The agenda will be published on the website only, at least three clear days before the meeting, with instructions on how to access the meeting itself. Members of the Parish Council have decided to use Zoom as its platform, and you will be able to download this as a free tool.

All documents (other than those which are restricted) will be able to be accessed from the Parish Council's website - www.stapeleyparishcouncil.gov.uk when the agenda is published.

On the first occasion of holding a meeting remotely, Public Question Time will be limited to questions which have been provided to the Clerk, prior to the meeting, by no later than 5.00 pm on the day before the meeting.

Please email your question to – clerk@stapeleyparishcouncil.gov.uk.

The question will be read out at the meeting and the Chairman will respond. If it is not possible to give a definitive answer at the meeting, a written response will be provided.

In the meantime, if you have any queries, please email or phone the Clerk.

C M Jones

Clerk to the Council

11 April 2020