

'Covid 19

Following regulations which came into effect on 4 April 2020 (known as The 2020 Regulations) our Parish Clerk has received advice from the National Association of Local Councils.

Based on that advice Charlton Horethorne Parish Council has resolved that:

- a) There will be no annual parish meeting this year.**
- b) There will be no annual parish council meeting this year.**
- c) The parish council chairman appointment will continue until the next annual parish council meeting in 2021.**
- d) The parish council will hold at least three meetings before the next annual parish council meeting in 2021.**
- e) Public notice of a parish council meeting will be published on the parish council website and only on a noticeboard if it is decided necessary and social distancing allows.**
- f) Minutes will only be published on the parish council website.**
- g) A parish council meeting may be held remotely as a video conference or teleconference.**
- h) If the parish council decides that a remote meeting is to be held, joining instructions will be provided to any members of the public who wish to take part.**
- i) The parish council will have in place a business continuity motion to enable decision making, planning responses and payments to be made as required.**
- j) All decisions, planning responses and payments made between meetings will be reported on at the next parish council meeting.**
- k) Any signatures required for approval of minutes, bank reconciliations etc. will be obtained at the first available opportunity, when restrictions are relaxed and conditions allow.**
- l) It should be noted that SSDC planning department have stated that no extensions of time for parish council comments on applications will be granted and parishioners should be encouraged to make their own representations.**

The Parish Council meeting due to be held on 20 April will not now take place. However, the five members of the Parish Council will meet by telephone a) to adopt the “business continuity motion” mentioned above, and b) to approve urgent payments, such as the clerk’s pay. They will continue to take decisions on essential matters as and when necessary. All these decisions will be formally proposed for ratification in due course at the first formal PC meeting after the lockdown.