

# Notice of the Extra-ordinary Meeting of Exford Parish Council to be held virtually via Lifesize on Tuesday 5 May 2020 at 7.00pm

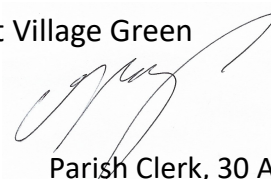
All Councillors are summoned to the Extra-ordinary Meeting of Exford Parish Council to be held on Tuesday 5 May 2020 at 7.00pm virtually via Lifesize, and to be accessed via the following link: <https://call.lifesizecloud.com/2734509>

The meeting is open to the Press and Public, however due to the online nature of the meeting, they are requested to submit any comments by email ([clerk@exfordparishcouncil.org](mailto:clerk@exfordparishcouncil.org)) or telephone (07852 813983) to the Clerk no later than 24 hours before the meeting (by Monday 7pm on 4 May 2020).

**NB.** The meeting will be audio recorded.

## AGENDA

1. Apologies for Absence
2. Declaration of Acceptance of Office
3. Declarations of Interest
4. Election of Officers:
  - i. Vice Chairman of Council
  - ii. QEII Management Committee vacant seat and Chairman's office
5. In light of the Coronavirus (Covid-19) pandemic and government advice, this Council resolves that:
  - i. Should the council be unable to meet for whatever reason, the Clerk be given delegated authority to progress all ongoing matters and projects and authorise all regular payments and incur expenditure in line with the Council's agreed budget.
  - ii. Any decisions taken under resolution (i) above will be taken, whenever possible, in consultation with the Chairman and Vice Chairman. A record of all decisions and expenditure incurred under delegated authority will be kept and reported to members when the Council next meets.
  - iii. The authority to decide the Council's response to planning applications be delegated to the Clerk, in consultation with the Chairman and Vice Chairman. Whenever possible, members of the Council will be informed of applications out for consultation and will be invited to submit comments to the Clerk.
  - iv. The provisions outlined in resolutions (i-iii) above will override any requirements to the contrary in the Council's standing orders, financial regulations or terms of reference.
  - v. The Clerk, in consultation with the Chairman and Vice Chairman, may incur expenditure from the reserve where such expenditure will help the community's efforts to support those in need of assistance or prevent social isolation.
6. To consider adoption of Virtual Meeting protocol
7. To retrospectively approve payments made in February and March:
  - i. TH March for QEII Insurance - £660.09
  - ii. EDF Energy for QEII Electricity 15/11/19-17/02/20 - £186.57
  - iii. Somerset Web Design for Annual Hosting - £99 and for Mailbox upgrade - £16
  - iv. Water2Business for Toilet Water Supply 11/09/19-13/03/20 - £271.56 and for QEII Water Supply 11/09/19-16/03/20 - £22.03
  - v. Mrs N Kemp Clerk's Salary £359.49 and Expenses £126.29 - Total £485.78
8. To consider response to letter received from residents about Village Green
9. To consider date of next meeting
10. To note comments submitted by members of the public



Parish Clerk, 30 April 2020