ALFRISTON PARISH COUNCIL

Alfriston Parish Council Standing Orders - Temporary Standing Order for Remote Meetings during COVID-19 lockdown

(agreed in accordance with L01-20 The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

1. **Main Provisions for Remote Meetings to be held by Alfriston Parish Council**
	1. In accordance with Regulations 2 & 3, these Standing Orders will apply to parish council meetings of Alfriston Parish Council required to be held, or held, before 7th May 2021.
	2. In accordance with Regulation 4, no appointment will be made that would otherwise be made or is required to be made at an annual meeting of Alfriston Parish Council. The appointment will continue until the next annual meeting of the Parish Council or until such time as that authority may determine. This applies to the election of the chair, vice-chair, the first business at the annual parish meeting. Therefore, the current chair and vice-chair will remain in place until an annual meeting is held (possibly next year) unless the council decides to elect a replacement earlier.
	3. In accordance with Regulation 5, Alfriston Parish Council held its first remote meeting on 18th May 2020 and will continue to hold remote meetings until Government guidance indicates parish council meetings can be held in public.
	4. In accordance with Regulation 6, Alfriston Parish Council will not hold its annual meeting, unless it chooses to do so.
	5. In accordance with Regulation 13, Alfriston Parish Council will provide public notice of the time and place of the meeting by publishing it on the Alfriston Parish Council website. The notice will on be placed on the parish council noticeboard if social distancing can be applied.
	6. In accordance with Regulation 17, Alfriston Parish Council will make the written record and background papers available for inspection by placing them on its website.

In order to meet remotely, Alfriston Parish Council will undertake the following to meet Regulation 5 (2):

a) members will be able to hear and where practicable see, and be heard and, where practicable be seen by, the other members in attendance,

b) members will be able to hear and where practicable see, and be heard and, where practicable be seen by, any members of the public entitled to attend the meeting in order to exercise a right to speak at the meeting, and

c) to be so heard and, where practicable, be seen by other members of the public attending the meeting.

These conditions will allow members to join via a video link system or telephone so long as every member can be heard by every other member and the public.

1.7. In order to aid the effective working of remote meetings, questions from the public will need to be received by the Clerk, no later than 3 working days in advance of the meeting.

**Adopted at a meeting of Alfriston Parish Council meeting on 21st September 2020**