

## **Clerk's report: for meeting to be held on 1<sup>st</sup> July 2020 (via Zoom)**

Matters arising from 13<sup>th</sup> May minutes:

**200513/8 General Power of Competence:** Cllr Rimmer will provide an update on this at the meeting.

**200513/9 Internal Auditor's report recommendations:** The Pensions Regulator is on the agenda and a receipt was provided, via email for the grant of £1,00 from GPFA. Copy in finance folder.

Other info:

### **Statement about holding physical council meetings**

Following the Government announcement of further easing of lockdown restrictions from 4<sup>th</sup> July, the National Association of Local Councils (NALC) and Society of Local Council Clerks (SLCC) strongly advise local councils to continue to meet remotely, without the need for face-to-face contact. Government rules still state that we should all work from home if we can. Local councils have the powers to hold public meetings remotely by using video or telephone conferencing technology until May 2021 and so most councils will have no need to meet in person. Furthermore, local councils have the duty to allow the public to observe council meetings without placing restrictions on the number attending, which many council meeting venues will not be able to accommodate in a safe way at this time.

However, where a local council does have an identified need to hold a physical meeting, as they are unable to conduct council business any other way, they can consider doing so from 4<sup>th</sup> July. These meetings must be managed within the social distancing and 'safer workplaces' guidance produced by Government, which includes the requirement to conduct a risk assessment to determine if it is feasible and safe to hold a physical meeting. It is important that this risk assessment is carried out, and any identified actions to reduce risk to attendees are implemented before any face-to-face meetings resume. Councils must keep documentation of this risk assessment and the reasons why the council has taken the decision to return to face to face meetings.

NALC will be updating our guidance on remote meetings early next week to include information on how to approach 'hybrid meetings' (where some people attend in person and others join remotely) effectively and safely and we will circulate this as soon as we receive it. We expect many of you will have questions and rather than reply individually we will send a further update, including responses to questions, together with the information on hybrid meetings.

**Co-option and Election:** There is an updated Legal Topic Note on this subject, again from NALC. I will have a look at this tomorrow to ascertain what impact it will have for this Council.