



## **NOTICE OF EXTRAORDINARY MEETING**

In accordance with the *Local Government Act (LGA) 1972, Schedule 12, paragraphs 10 (2) (b)* you are summoned to attend an EXTRAORDINARY meeting of the Burghfield Parish Council. The meeting will be held on **Tuesday 24<sup>th</sup> March 2020 at 7.00pm at Burghfield Village Hall**, Recreation Road, Burghfield RG7 3EN for the transaction of business as set out in the Agenda below.

Cally Morris  
Clerk to Burghfield Parish Council

**1.03 To report, approve and record apologies for absence (and the reasons) from members of the Parish Council**

**2.03 Declaration of any personal or financial interests**

In accordance with the requirements of the process for dealing with member's standards matters, to disclose and declare all personal or financial interests including those of a partner/spouse on any Agenda item (as recorded in the Register of Member's Financial and Other Interests form).

**3.03 Applications for Dispensations**

To consider and grant any applications from members who may have a personal/financial interest in a specific matter under consideration.

**4.03 To receive the minutes of the last Parish Council meeting held on 5 March 2020**

**5.03 Clerks update**

**6.03 Coronavirus Plan**

**i) To approve the following procedure for the continued operation of Burghfield Parish Council:**

*In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such decisions cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. This will be carried out where possible by consultation by electronic means of telephone. The clerk will consult with the Chairman for guidance as necessary. The delegation does not extend to matters expressly reserved to the council in legislation or in its standing orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place.*

**ii) To discuss the postponement of future parish council meetings**

**iii) To determine the arrangements for the Annual Parish Meeting and the Annual Meeting of the Council**

**BURGHFIELD PARISH COUNCIL**

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iv) **To give consideration to the potential implications on the completion of the AGAR and signing of documentation within the specified legal framework**

**7.03 To determine the delegation of powers for the review of planning applications received**

**8.03 To determine ways in which the provision of services to the elderly and vulnerable within the parish could be enhanced**

**9.03 Items for information**

**Close of meeting**