

Minutes of the meeting of **Cainscross Town Council's Full Council** held on Monday 27 April 2020, commencing at **5.30pm** remotely using the Microsoft Teams media.

Present: Councillors Graham Barton (Vice-Chair)
David Dale
Leah Gray
Jenny Miles (District)
Ros Scott-Hodgetts
Clive White

In Attendance: Clerk Jeni Marshall

Apologies: Councillors Carlos Novoth (Chair)
Eileen Berry
Adrian Cross
Diane Prosser
Ron Smith

FC52/20 To receive apologies
Apologies were received from Councillors Novoth, Berry, Cross, Prosser and Smith

FC53/20 To confirm the minutes of the last meeting of the Council
The Minutes of the last meeting of the Council held on Monday 24 February 2020 were approved as a correct record and will be signed on our return to work following lockdown.

FC54/20 To receive any declarations of interest
None

FC55/20 To receive any representations or questions from members of the public
None present

FC56/20 To consider delegation, meetings and procedures during the coronavirus outbreak
Councillor Barton welcomed everyone to the meeting and acknowledged that some members had not been able to join the meeting due to the technology involved. Following due discussion, it was resolved to hold a monthly Full Council meeting using Microsoft Teams and the Clerk will try and help as many Councillors as possible to get involved. She will also send the agenda to all Councillors and those who feel unable to use the technology will be able to email their thoughts to the Clerk who will make their thoughts known at each meeting.
The Clerk ran through the new 'Flexibility of Local Meetings Act 2020' which stated that the Annual Council Meeting does not need to be held this year meaning the Chair and Vice- Chair will stay in place until 2021. It was resolved not to hold a virtual Annual Council Meeting.
Regulation 5 (6) requires Standing Orders to be made for the following

- How voting will be carried out
- How members of the public can access data

- How remote access of the press and public by electronic means can take place.

It was resolved that voting will be carried out by remote meetings using Microsoft Teams, members of the public can access documents by request to the Clerk and the press and public will be able to request to join individual meetings.

The Clerk also informed members that the public notice of time and place is deemed to be given if published on the authorities' website.

Councillor Dale raised concerns about a planning applications for the garages at Hillcrest Road and as this was not on the agenda it was agreed to update comments on a previous application and ask that the application be called in.

FC57/20

To confirm the date and time of the next meeting of the Council

The next Full Council meeting will take place on 25 May 2020 at 6pm.

Signed

Dated