

Councillors: You are hereby summoned to attend the Parish Council's **EXTRAORDINARY** meeting to be held at Brown Edge Village Hall **on Wednesday 18th March 2020 at 7.30pm** for the purpose of transacting the following business.

Members of the Public: Public participation will be held during the formal meeting. Members of the public wishing to address the Council must make the Chair aware of their intention before the meeting starts.

1. Chairman's Welcome and Announcements:

2. Apologies:

3. Declaration of Interests:

4. Minutes of the meeting held on 4th March 2020:

5. Coronavirus Plan:

a) Amendment to Standing Orders to include:

"in exceptional circumstances where the council is prevented from meeting, that the Clerk, Chair and Vice Chair (or if any of the aforementioned are incapacitated a replacement councillor is appointed) is authorised to procure contracts with an estimated value below £25,000 and are exempt from a tendering process or procurement exercise."

b) Future meetings.

a. Postponement of April 2020 meeting.

b. Further meetings

i. Annual Parish Assembly and Annual Meeting – wait to see if government issues dispensation.

c. Payments if meetings are suspended.

d. Annual Return – May/June meeting.

c) Providing services for vulnerable residents.

d) Clerk Recruitment.

e) Cemetery Works:

a. Authorisation and Installation of concrete plinths.

b. Lower end of cemetery.

i. Creation of pits to ascertain water levels.

ii. If drainage requires the obtaining of tenders for works to be carried out in the Summer.

f) Providing Services for Vulnerable Residents: