



LOCKING PARISH COUNCIL



The Parish Hall, Grenville Avenue, Locking, BS24 8AR
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Minutes of a Meeting of Locking Parish Council's Executive Committee held on Thursday 12th May 2020 18.30pm at the Parish Hall, Grenville Avenue, Locking

Meeting opened: 18.30pm

Meeting closed: 19.05pm

Present: Councillors: Cllr Paul Jones (Chairman), Cllr John Keate (Vice Chairman), Cllr Lesley Mason (Hall/Park & Green Chairman), Cllr Paul Fowler (Estates Committee Chairman)
Also, in attendance the Clerk

MATTERS FOR DECISION

Exe 57) To receive Apologies for absence and to approve reasons where appropriate - None

Exe 58) To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations – None declared.

MATTERS FOR DECISION

Exe 59) To receive and confirm the Minutes of the meeting held on 23rd April 2020

RESOLVED: That the Minutes of the Executive meeting held on 23/04/2020 (previously circulated), be taken as read, agreed as being a true and correct record and as a consequence, signed by the Chairman of the meeting.

Exe 60) Chairman's Report – Attached – to be circulated to All Councillors

Exe 61) Finances:

- a) To receive and approve all monthly expenditure for March 2020 **AGREED** (signed by Cllr Fowler)
- b) To receive and approve all monthly expenditure for April 2020 **AGREED** (signed by Cllr Fowler)
- c) To receive and note the Bank Reconciliation for February 2020 **Noted** (signed by Cllr Fowler)
- d) To receive and note the Bank Reconciliation for March 2020 **Noted** (signed by Cllr Fowler)

Exe 62) Covid-19 LPC Planning - Day to day general running of the Parish Council and to ensure minimal disruption to the work of the council:

- a. **To consider temporarily delegating day to day operations** to The Clerk in consultation Chairman and Standing Committee Chairman(s) and/or Executive Committee.
Any urgent business that comes into the Council the Clerk to Call an urgent Full Council meeting **RESOLVED** the above remain in place and to review after the next Government review of lockdown restrictions (June 2020)
- b. **Remote Meetings of Parish Council and Committee's:** Clerk advised that there is a statutory mechanism in place to hold remote meetings, it was acknowledged that this may become the new normal at least until May 2021 **RESOLVED:**
 - i) The Clerk to canvas all Cllrs views on holding remote meetings if the consensus is positive then to look at setting up practise meetings via Zoom Basic (free package). Meetings 40 mins allowed.
 - ii) If Cllrs are confident to participate in remote meetings upgrade to Zoom Pro package as there is no limit on length of meeting. Cost to be confirmed – monthly subscription if available.
- c. **Subject to the above:**
Standing Orders for remote meetings – Clerk to produce a supplement to Standing Orders to run until May 2021 for adoption by full Council
Protocol for Remote Meetings – Clerk to produce a Protocol document for adoption by full Council

There being no further business the meeting Chairman closed the meeting at 19.05hrs

Signed (Chairman).....  Date..... 28/5/2020