

To: **ALL MEMBERS OF THE SERVICES COMMITTEE**

You are hereby requested to attend an Extra Ordinary Meeting of **WEST BEDLINGTON TOWN COUNCIL**, to be held at **Bedlington Community Centre**, Front Street West, Bedlington on **Monday 23rd March 2020 at 6.00pm**.

The agenda for the meeting is set out below.
Steven Young - Town Clerk - 18th March 2020



1) APOLOGIES FOR ABSENCE

To receive apologies for absence from Councillors.

2) MATTERS FOR DISCUSSION / DECISION.

a. Coronavirus - Implications for Council Business. The Committee are requested to discuss and decide upon the following areas of Council Business in the wake of the Coronavirus

- 1) Future Council and Committee public meetings.
- 2) Annual Meeting of The Town scheduled for 6th May 2020
- 3) Council Office Opening / Closing.
- 4) Home working for the Clerk – days and hours, clocking in and out, etc.
- 5) Neighbourhood Plan Public Consultation
- 6) Spring 2020 Residents Newsletters.
- 7) Democracy considerations:
 - i) Members without access to email.
 - ii) Members over 70 years of age who are required to self-isolate
- 8) Delegation of Council decisions.
- 9) Suspension of current Standing Orders / Financial Regulations to allow for any delegation above during the period of Coronavirus as per current Standing Orders “4.1. Emergency Business - Should it not be appropriate to convene an extraordinary meeting then any emergency business will be handled by a designated person, usually the Clerk or Chairman. The scope of the delegated authority should be minuted and periodically reviewed. Actions will be reported promptly to the Council.”
- 10) Updates to members – when and how?
- 11) Updates to residents – when and how?
- 12) Any other business considerations.

3) ANY OTHER BUSINESS

Standing Item - advance notice of Items to be brought forward to the next Services Committee Meeting or any items for information only.

4) DATE OF NEXT MEETING

The Committee is requested to approve the date of the Committees next meeting. The next scheduled meeting is for Thursday 23rd April 2020.

5) CLOSE OF MEETING

WEST BEDLINGTON TOWN COUNCIL SERVICES COMMITTEE

Councillors: Dawn Crosby, David Graham, Paul Hedley, Cath Henderson, Adam Hogg (Chair), Christine Taylor, Victoria Thompson, Mike Trimming, Jim Tyler.