

27. In accordance with The Local Authorities (Coronavirus) Flexibility of Local Authority Meetings (England) Regulations 2020 brought into force 4th April 2020. Regulations 5 (6). Enables Local Councils to make standing orders to state how voting will be carried out, how the public can access documents and how the press can access the meeting.

- a. When a proposal is required the Chair will ask the meeting and look for a councillor who has raised their arm, the Chair will invite them to speak before moving to a proposal. The Chair will ask for a councillor to second the proposal and look for a councillor who has raised their arm. The Chair will state the name of the councillor who has seconded the proposal. The Chair will then ask all councillors in favour to raise their hand and to keep it raised until he has asked them to place it back down. The Chair will ask telephone participants to give their vote audibly. The Chair will confirm the number of councillors voting in favour. The Chair will then repeat for any councillor not in favour or who wants to abstain.
- b. Members of the public and press will be able to access documents via the parish council website.
- c. The clerk will issue the notice of the meeting to include an invitation for the public to access the meeting by contacting the clerk by email.