

## **October 2020 Monthly Parish Council Meeting - Important News!**

Due to the necessary Covid-19 Government restrictions regarding meeting and gatherings, it has been decided that the October 2020 Parish Council meeting will be held as a virtual meeting and will take place on Monday 12th October at 7:00pm using MS Teams or Zoom. If any members of the public would like to join the meeting for the public session, then we would ask you to email the Clerk/RFO direct using the following email address: [clerk-pc@thorpewilloughby.org.uk](mailto:clerk-pc@thorpewilloughby.org.uk) as soon as possible (and no later than midday of the day of the meeting), so that the necessary arrangements can be put in place. You will then be sent details on how to join the meeting.

In accordance with existing Parish Council Meeting procedures, the public need to be aware of the following:

- **Please note: Press and public may not speak when the council is in session.**
- Any parishioner (listener) is entitled to attend this meeting and raise any concerns or questions they may have with the Parish Council.
- **These concerns or questions must be in writing, emailed or telephoned to the Clerk prior to the Meeting, otherwise only accepted at the Chairman's discretion.**
- Listeners' comments will be taken at agenda item "**Public Session**".
- Comments relating to matters on the agenda will be taken first and the time for this will be restricted.
- Listeners may also speak at the end of the meeting for information only.
- Decisions cannot be made at this meeting on items not on the agenda, except in exceptional circumstances and again at the Chairman's discretion.

(Approved at Min.29(b) of 18/06/12 Mtg.)

Clerk/RFO to Thorpe Willoughby Parish Council.