



# COGGESHALL PARISH COUNCIL

Village Hall, 25 Stoneham Street, Coggeshall, Essex, CO6 1UH  
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To Councillors Unsworth, Plumb, Culemann, Horne, Staines, Hagger, Appleton-Claydon, Barnes, Keig, Smalley, Astley, Devaraj & Walsh

**YOU ARE SUMMONED TO ATTEND AN EXTRA ORDINARY MEETING OF THE PARISH COUNCIL on 23<sup>rd</sup> March 2020 at 7.30 pm** in the Village Hall, Stoneham Street.

THE PRESS AND PUBLIC ARE WELCOME TO ATTEND

## A G E N D A

Agenda /Minute Number	Agenda Item	Appendix Number
2020/120.	<b>Those present and apologies for absence</b>	
2020/121.	<b>Councillors Declarations</b>	
2020/122.	<b>Minutes of previous meetings.</b> To approve the minutes of the Full Council meeting of 9 <sup>th</sup> March 2020.	App 1
2020/123.	<b>Public Participation session with respect to Agenda items and other matters of mutual interest.</b> The maximum time allowed for this item is 15 minutes. At the close of this item, members of the public will no longer be permitted to address the Council unless invited by the Chairman.	
2020/124.	<b>In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. This will be carried out where possible by consultation with members by electronic means or telephone. The clerk will further consult with the chairman for guidance as necessary. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place."</b>	
2020/125.	<b>To adopt the High Consequences Infectious Diseases Emergency Policy</b>	App 2
2020/126.	<b>To consider and agree whether the village hall should remain open to those hirers who wish to continue providing they accept</b>	

	<b>the risks and confirm that they are taking the necessary steps to protect their clients.</b>	
2020/127.	<b>To consider and agree a policy on refunding / charging for events held in the village hall which are cancelled due to Corvid-19</b>	
2020/128.	<b>To agree to close the public toilets until the threat of Corvid-19 has subsided</b>	



Debbie Morgan  
Clerk to Coggeshall Parish Council

18<sup>th</sup> March 2020