

**BELBROUGHTON and FAIRFIELD PARISH COUNCIL
(BROMSGROVE DISTRICT)**

John Farrell
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DY14 8QE

Dear Parish Councillor,

25th March 2020

You are summoned to attend an Extraordinary Meeting of the Council to be held on
Monday 30th March 2020 at 7.00 p.m. via the Zoom.com link:
<https://us04web.zoom.us/j/691989762?pwd=REl0ck1VWVN6ek5RM2dESVhTR00vUT09>
Meeting ID: 691 989 762
Password: 032317

An agenda is set out below.

Yours sincerely

John Farrell

AGENDA

1. Apologies: – Council to receive members' apologies and approve the reason for absence.

2. Members Declarations of Interest:

To declare any Disclosable Pecuniary Interests (DPI) in items on the agenda and their nature (a DPI relates to anything on the member's entry in the Member's Register of Interests).

To declare any Other Disclosable Interests (ODI) in items on the agenda and their nature.

Councillors who have declared a DPI or ODI must leave the conference call for the relevant item unless granted a dispensation on specific grounds to stay/speak/vote; the request for a dispensation must be put in writing to the clerk in advance of the meeting.

3. Dispensations:

To consider any request for dispensation from a member who may have a DPI or ODI to allow them to stay/speak/vote in the meeting during consideration of the item.

4. Meetings

- a. To approve the holding of future Council and Committee meetings by video conference facilities (if such are available), during periods when face to face meetings are not possible.
- b. To approve the postponement of the Annual Parish Meeting.
- c. To approve the postponement of the Annual Parish Council Meeting.

5. Scheme of Delegation

To approve the following additions to the Council's Scheme of Delegation:

- a. To delegate the postponement of future meetings of the Council or its Committees to the Clerk should this be required, in consultation with the Council Chairman, or in his absence the Vice Chairman.
- b. If required the Clerk may respond to planning applications, after consultation via electronic means with members.
- c. The Finance Committee is permitted to authorise the clerk by electronic means to make payments in accordance with an agreed listing.
- d. Should the Finance Committee be unable to meet, to permit the clerk to spend specific items as set out in the Parish Council's budget, any such payments to be reported to the Council at its next meeting.

6. Parish Council Tenants

To consider offering rental 'holidays' to the Council's tenants.

7. Annual Governance and Accountability Return 2019/20

- a. To note that the internal audit procedures may be delayed and that the external audit deadline date is extended from 30th June 2020 until 30th September 2020.
- b. To agree that if required the Annual Governance Statement and Accounting Statements forms, after approval of a full Council, will be posted to and then signed by the Chairman and Clerk.

8. Councillors' Items

Parish Councillors to report other items of information and to raise any items for a future agenda.