

HALTHAM PARISH MEETING

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26th July 2020

The Haltham Parish Meeting will be held on **Wednesday 12th August 2020** in the main body of the St Benedict's Church commencing at 18:30 hours, all residents of the village villagers are invited to attend. Seat numbers will be based on the past 2 year attendance figures in order to comply with government rules on social distancing.

If any person has a wish to stand for the post of Chairman or Vice Chairman, would you please be kind enough to let the Clerk know before the date of the meeting.

There will be a Risk Assessment in place prior to the date above which will be posted on the Village web Site, Notice Board and briefed to all entering the church for the meeting.

Adherence to the Government rules on Social Distancing will be in place for the meeting. The detail of the rules will be clarified in the Risk Assessment.

Hand sanitiser will be in place for those attending.

Please note that only those people who are on the Register of Electors – CC1 Langton By Horncastle (Haltham) are allowed to vote at the meeting and can only speak with the approval of the Chairman.

The draft agenda for the meeting is laid out below:-

All those present to sign the attendance sheet by registering with person giving the briefing.

Emergency arrangements for the meeting.

Welcome Message from the existing Vice Chairman (acting as Chairman for the start of the meeting).

Meeting Agenda

1. Apologies. (Existing Chairman/ SM)
2. Election of Chairman.(District Councillor or Clerk)
3. Welcome message from the Elected Chairman (Chairman)
4. Proposal and Election of Vice Chairman (Chairman)
5. Minutes of the last meeting for acceptance. (Chairman)
6. Signing of accepted minutes in the Minute Book. (Chairman and Clerk)
7. Chairman's report. (Chairman)
8. Social Events. (Chairman)
9. Standing Orders.(Chairman)
10. Freedom of Information Requests. (Chairman)
11. The Village Green update. (SM).
12. Trustees for the Village Green (SM provisional)
13. Clerk Report including matters arising (Clerk)
14. Financial Statement for Acceptance (Clerk)
15. PCC and Care of the Churchyard Report. (HH)
16. Any other Business. (Chairman) (Questions raised on the evening may be answered at a later date).
17. Close

John Huthwaite
Clerk to the Haltham Parish Meeting.