

# **HORTON IN RIBBLESDALE PARISH COUNCIL**

Remote Meetings – Addition to Standing Orders – July 2020

## **INTRODUCTION:**

The following Standing Orders are an addendum to the Standing Orders for Horton in Ribblesdale Parish Council to enable the effective management of meetings held remotely due to the Coronavirus pandemic; in all other matters the Parish Council's Standing Orders will apply.

## **CONVENING**

A remote meeting of the Council will be convened in accordance with Paragraph 10 of the Local Government Act 1972.

## **CHAIRMAN'S ROLE:**

All meetings shall commence with a statement from the council Chairman, outlining the procedures to be undertaken to hold a lawful and effective remote meeting.

## **PRESENT:**

Members are deemed present for the purposes of any remote meeting, when they can speak, hear, and be heard (and where practicable see and be seen) by all those in attendance (whether by video conferencing or by telephone).

Where the council has taken reasonable measures to provide guidance and support to a councillor to join a remote meeting, but that member is experiencing difficulties that are outside of the control of the council, the lack of attendance of the member shall not invalidate a properly convened and quorate meeting

All councillors present will be required to state their name prior to the commencement of the meeting.

## **VOTING:**

The Chairman of the meeting shall ask members with voting rights if there is any objection to approving an item proposed, if no response is voiced then the item shall be taken as approved.

If an objection is voiced then the Chairman will ask each member in turn for their decision.

The Chairman will have a casting vote in the case of an equal number of votes.

## **COUNCIL/COMMITTEE DISCUSSION:**

During discussion on an item of business if a member wishes to speak they should raise their hand, or a member taking part in the meeting by telephone should voice 'request to speak', the Chairman shall allow the member to speak at an opportune break in the discussion.

## **DECLARATIONS OF INTEREST IN AN ITEM OF BUSINESS TO BE TRANSACTED AT THE MEETING:**

The Council will consider whether a member who has declared an interest in an item should be allowed to remain in the meeting or temporarily removed from the discussion whilst the item is concluded.

## **PUBLIC PARTICIPATION:**

During this part of the meeting if a member of the public wishes to speak they should raise their hand, or if attending by telephone they should voice 'request to speak', the Chairman will respond accordingly.

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