

**EARL SHILTON TOWN COUNCIL  
MINUTES of the FULL COUNCIL MEETING**

Held at 7:00 p.m. on  
**Tuesday 26 May 2020**

Vide remote/virtual means on the *Zoom.us* information systems (IS) platform.

**MEMBERS PRESENT:**

Councillors: Mrs CM Coe, Chairman & Town Mayor, M Leman, Deputy Chairman and Deputy Town Mayor, R Allen,\* Mrs C Allen,\* Ms D Almey, Mrs A Burton, A Darker, R Hills, and K Lapsley.

County/Borough Councillors: Mrs C Allen\* and R Allen\*.

In attendance: Town Clerk: Mr ME Jackson.  
Office Clerk: Mrs C Houghton.  
Office Assistant: Ms AL Dowell.  
Members of public: Nil.

- 20/001** *Introduction by the Town Clerk as Proper (legal) Officer to Council of the suggested amendment 3A to Town Council Standing Orders to facilitate meetings by remote internet means utilising the Zoom application software platform. N.B. digital signature.*

Through the Chairman, the Town Clerk explained the Government promulgation of 'The Local Authorities & Police & Crime Panels (Coronavirus) Flexibility of Local Authority & Police & Crime Panel Meetings (England & Wales) Regulations 2020 [officially abbreviated to 'the 2020 Regulations']'. In particular how they relate to Earl Shilton Town Council (ESTC) and Council's *Standing Orders* for the way they operate to convene and carry out the summons to meet and conduct business of Full Council, Committees and Working Parties.

The Clerk went on to outline the detail given to members in their agenda packs, viz.:

- digital links to the legislation effective from 04 Apr 20 enabling the Town Council to hold virtual meetings.
- National Association of Local Council (NALC) advice on how to implement the legislation.
- The introduction of draft *Standing Order 3A* to supplement the rules regarding conduct at meetings so as to legally allow members to carry out the business of Council.

***Resolved: to adopt Standing Order 3A with immediate effect and for as long as primary legislation allows (digital signature allowed).***

- 20/002** *Chairman's welcome and opening remarks including discourse regarding:*

The Chairman made reference to ESTC joining with other councils across the UK in conducting an historic first remote/virtual Council meeting:

Chairman's Initials/Signature:  1  
digital signature see ESTC Minute 20/010 for authorisation

2020/21

a. *Election of a Chairman and Town Mayor for the Civic Year 2020/21.*

Under the 2020 Regulations, Cllr Coe offered to remain in her dual roles of ESTC Chairman and Town Mayor. This offer to remain in post was warmly welcomed by members.

**Resolved: that Cllr Mrs CM Coe retains the roles of Chairman and Town Mayor until the month of May 2021 vide the 2020 Regulations and amended ESTC Standing Orders. A fresh declaration of acceptance of office may be completed with a digital signature.**

b. *Election of a Deputy Chairman and Deputy Town Mayor for the Civic Year 2020/21.*

Members brought to Council 2 nominations for the appointment of Deputy Chairman/Deputy Town Mayor with immediate effect. After some discussion about the relevance of the 2020 Regulations and a suggestion that one of the candidates may wish to give way to the other, an election took place. Both candidates are well known to members who are grateful for the commitment of the candidates to put themselves forward for the conjoint appointments.

**Resolved: Cllr ME Leman is elected Deputy Chairman and Deputy Town Mayor for the Civic Year to May 2021 with his declaration of acceptance of office to be signed in person or digitally.**

c. *Future holding of the Annual Meeting of Council 2020/21 – 09 June 2020.*

A short discussion took place about the scheduling of Town Council business.

**Resolved: that the Town Clerk is to agenda the 2020 Annual Meeting of Council for 09 Jun 20.**

**20/003** *To receive apologies for member and other representative Cllr absence.*

Town Cllrs: Ms J Duplock, B Granger, Mrs G Granger and Ms S Mannion submitted to the Town Clerk, with good reasons, their written apologies for absence in advance of the meeting. These apologies and reasons were recorded by the Town Clerk and brought forward to the meeting for consideration.

**Resolved: to accept the tabled apologies for absence from Cllr Ms J Duplock, B Granger, Mrs G Granger and Ms S Mannion, as stated and recorded.**

County Cllr Mrs J Richards apologised in advance with her reason for absence, (conjoint LCC virtual meeting).

**Noted and received with thanks.**

**20/004** *Declarations of interests. To receive disclosures of member's interests, i.e. the existence and the nature of those interests in respect of items on this agenda.*  
**None.**

**20/005** *To receive and approve as a true record the minutes of the Full Council meeting held on Tues 10 March 2020. N.B. digital signature of Chairman.*

**Resolved: to accept as a true record of the Full Council meeting of the 10 March 2020; the minutes tabled for the Chairman's (digital) signature and already distributed in approved draft to members with their agenda packs.**

**20/006** *Public Participation:*

- a. *Public speaking protocol – requests received by the protocol deadline to be submitted to the Clerk with details of the agenda item they wish to address/relate. **None.***
- b. *That the meeting may be adjourned to allow members of the public to make representation about items that are not on the agenda (Electors' Time). **Nil.***

**The Chairman closed the meeting at 7.20 p.m. thanking members for their attendance and contributions.**

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