

NEWBURGH PARISH COUNCIL
Sandra Jones, Clerk to the Council
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29 March 2021

Dear Councillor

You are hereby summoned to attend an extraordinary Parish Council Meeting using remote communication Zoom on Friday 2 April commencing at 12 noon. The Extraordinary Parish Council Meeting is necessary to consider an issue where an urgent resolution is required before the next scheduled Parish Council meeting on 28 April 2021.

Yours sincerely



Cllr Jacky Citarella
Chair

AGENDA

1. Exclusion of Press and Public

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and defined in Local Government Act 1972 ss 100A (2), it is proposed that, because of the confidential nature of the business to be transacted, the press and public may be excluded from the forthcoming items of business.

2. To receive apologies for absence.
3. Councillors to declare an interest in subjects for discussion.
4. To consider confidential item.

Remote Meeting Protocols

Please note the following procedures to ensure the smooth running of the meeting:

- Members of the public will be muted and will only be able to speak during the public discussion section of the meeting. If you wish to speak during this section please raise a hand, when the Chairman invites the member of the public to speak he/she will be unmuted. Before speaking, the member of the public should state their name. Each member of the public will be able to speak for a limit of two minutes.
- Members will be muted; to speak please raise a hand; when the Chairman invites him/her to speak they will be unmuted
- To vote, members should raise their hand as appropriate