



To:

The Chairman and Members
of Cranbrook Town Council

26 May 2020

NOTICE OF EXTRAORDINARY TOWN COUNCIL MEETING

The Chairman and Members of Cranbrook Town Council are hereby summoned to attend the following extraordinary meeting:

Meeting: Cranbrook Town Council
Date and time: Monday, 1 June 2020 at 7:00pm
Meeting Link:

<https://us02web.zoom.us/j/3885690007?pwd=eE1TejRwbFpzSTZZTU1USWdJOUNTQT09>

Please email clerk@cranbrooktowncouncil.gov.uk for the meeting ID and password if you would like to attend the meeting.

Janine Gardner
Town Clerk

VIRTUAL COUNCIL MEETINGS

In response to the outbreak of Covid-19 and the resulting period of emergency measures, the Government introduced the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 which enables local authorities to meet virtually and make lawful decisions remotely.

PUBLIC PARTICIPATION

The Town Councillors very much welcome members of the public to attend the virtual meetings and take part in Council meetings. Please take a minute to read the agenda and raise any questions or comments you may have under agenda item 4 – public participation. We will do our best to respond straight away and if we're unable to we will provide a written response as soon as possible. We are grateful for your attendance and input.

A G E N D A

1. APOLOGIES FOR ABSENCE

Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk, as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

2. DECLARATIONS OF INTEREST

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it. Requests for Dispensations should be made in writing to the Town Clerk in advance of the meeting.

3. MINUTES

To accept as a true record the minutes of the meeting held on 23 March 2020.

4. PUBLIC PARTICIPATION

To consider requests from members of the public to make representations, answer questions or give evidence in respect of Council business under Standing Orders 3e to 3k.

5. DEED OF VARIATION

The Council has received the engrossment deed of variation to the Section 106 agreement covering open spaces and the Ingrams pavilion.

The Council's Standing Order 23 covers the execution and sealing of legal deeds as follows:

(a) A legal deed shall not be executed on behalf of the Council unless authorised by a resolution.

(b) Subject to standing order 23(a), any two councillors may sign, on behalf of the Council, any deed required by law and the Proper Officer shall witness their signatures.

The Council is invited to approve the execution of the deed on behalf of the Council in accordance with Standing Order 23.