

APPLEBY-IN-WESTMORLAND

TOWN COUNCIL

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Town Clerk's Office
Moot Hall
Boroughgate
Appleby-in-Westmorland
Cumbria
CA16 6YB

A G E N D A

6th July 2020

Dear Councillor,

Notice is hereby given, and you are summoned to attend the meeting of Appleby-in-Westmorland Town Council's **Property Committee** be held Virtually via ZOOM on **MONDAY 13TH JULY 2020** at 7.45 or on the rising of the Planning & GP Committee

Members of the Public and Press are invited to attend, please email clerk@applebytown.co.uk before noon on the 13th

Yours sincerely

Karen Lowthrop

Karen Lowthrop- Town Clerk

Due to the current restrictions in place this meeting will be a virtual meeting and therefore will not take place in a physical location. The meeting be held virtually via video conferencing using Zoom. Therefore, this is a meeting in public, not a public meeting.

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations") come into force on 4 April 2020.

Section 78 of the 2020 Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May next year. The Regulations apply to local council meetings, committees, and sub-committees.

The Clerk will provide procedural advice and manage the virtual meeting process. We are unable to guarantee that each participant will remain connected to the meeting. Quorum for the meeting is 3.

The Clerk will invite the attendees to:

- To have their microphones on mute.
- To adhere to the Councils Code of Conduct, General Standing Orders and Virtual Etiquette Guidance to support the chair as he or she manages the meeting.
- Only unmute when you have been invited in to speak.
- Turn phones to silent.
- Be aware of time lags and allow time for participants to respond.
- Press the "Wave" icon to indicate they wish to speak
- Respond to the Chair when their name is called.
- Be aware that some attendees may join by telephone.

PROPERTY COMMITTEE
MONDAY 13TH JULY 2020

A G E N D A

1. Elect a Chairman

To elect a Chairman and Vice Chairman

2. Apologies for Absence

To receive and note any apologies for absence.

3. Declarations of interest

Members to give notice of any disclosable pecuniary interest, other registrable interest or any other interest and the nature of that interest in relation to any item on the agenda in accordance with the adopted code of conduct

4. Actions from the Previous Minutes

To provide an update regarding the actions detailed in the minutes of the last meeting. (Attached)

5. Chairman's Report

To receive any **Chairman's Report** and answer any Councillors' questions.

6. Re-opening of the Public Hall safely (Covid 19)

To review the H&S risk assessment for the safe re-opening of the Public Hall

7. Completion of the Public hall kitchens

Update of the refurbishment of the kitchens

8. HAZ

To review the position of the HAZ project considering the Project Managers' recent resignation

9. Councillors' reports and items for future agendas

Councillors' to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. (*Councillors are reminded that this is not an opportunity for debate or decision making.*)

11.Next Meeting

To note that the next virtual meeting of the Property Committee will be held in the Moot Hall on **Monday 10TH August 2020 at 7.45pm**

For the attention of all members of the Property Committee: -

Chairman:	Cllr Anderton
Vice Chairman:	Cllr Rooke
Councillors:	Cllr Hayes (Mayor Ex Officio)
	Cllr Connell
	Cllr Dougherty
	Cllr Chalmers (Deputy Mayor Ex Officio)
	Cllr H Potts
	Cllr F Potts

Copies to all remaining members of the Council for information.