Clapham cum Newby Parish Council
Addendum to Statnding Orders

1. The following Standing Orders are an addendum to the Standing Orders (SOs) for Clapham cum Newby Parish Council to enable the effective management of meetings held remotely due to the Coronavirus pandemic. The Council's SOs apply unless specifically superseded by provisions of this addendum in relation to a remote meeting.

2. a. A remote meeting of the Council will be convened in accordance with Paragraph 10 of the Local Government Act 1972.
   b. The council will ensure that all non-confidential meeting papers are posted on its website and where possible, on the website of the principal authority for its district area.

3. 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 and will highlight the requirement for all councillors and non-councillors with voting rights to observe the code of conduct adopted by the Council.

4. Councillors 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).

5. 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.

6. The rules of debate, as set out in Clapham cum Newby Parish Council Standing Orders will apply.

7. The period of time designated for public participation at a meeting shall not exceed 15 minutes. Unless directed by the chairman of the meeting; a member of the public shall not speak for more than 2 minutes. Public participation will be confined to its place on the agenda at the beginning of the meeting.The Chairman will ask each member of the public, joining the meeting, if they wish to contribute to the session.