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Dear Councillor 20th August 2020

You are invited to a virtual Extra-ordinary General Meeting of **LINGFIELD PARISH COUNCIL** on **TUESDAY 25th August 2020 at 12 noon** via the Zoom platform *(as permitted by emergency legislation which came into force on 4th April 2020 ‘The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020’).*

Instructions for joining the meeting will be supplied.

Vivien Hepworth

Chairman, Lingfield Parish Council

**A G E N D A**

**1 PROCEDURAL MATTERS**

* 1. Apologies for absence
	2. To receive declarations of interest

*All members present are required to declare, at this point in the meeting or as soon as possible thereafter:*

*(i) any Disclosable Pecuniary Interests (DPIs) and/or*

*(ii) other interests arising under the Code of Conduct*

*in respect of any item(s) of business being considered at the meeting. Anyone with a DPI must, unless a dispensation has been granted, withdraw from the meeting during consideration of the relevant item of business. If in doubt, advice should be sought from the Parish Clerk prior to the meeting*

*(iii) any changes to their circumstances which should be recorded on their Register of Interests.*

1. **ADMINISTRATION**

To review the reasons Cllr Marks has not been able to attend a meeting since 25th February 2020 and to consider granting him an exemption from the six month rule on attendance

**3 DATE OF NEXT MEETING**

Meeting via Zoom to be held on 29th September 2020 at 7pm

**If any member of public wishes to join the meeting, please contact the clerk for instructions.**

Parish Clerk: Mrs Fay Elwood

Email: lingfieldpc@gmail.com