

EPWORTH TOWN COUNCIL

Cemetery Lodge Burnham Road Epworth DN9 1BY
Email: clerk@epworthtowncouncil.com Tel: 01427 872086



08 March 2021

Reference: 2/2021 EOM

Dear Councillors,

I hereby give notice of a summons of Councillors of Epworth Town Council to attend an **EXTRAORDINARY MEETING** that will be held on the following:

Monday 15th March 2021 to commence at 7.00pm.

Due to the current Covid-19 pandemic and subsequent restrictions, this meeting will be a remote meeting hosted using the Zoom online software.

The details of the Zoom connection and access information is detailed on the Agenda attached to this.

For any apologies for attendance, please could you email me on clerk@epworthtowncouncil.com at your earliest opportunity.

With regards,

A handwritten signature in black ink, appearing to be 'S R Baxter'.

Mr S R Baxter JP MIFA ADPS ADIP

Clerk and Responsible Financial Officer

Epworth Town Council

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The Councillors of the Epworth Town Council are hereby summoned to attend an Extraordinary Meeting at 7.00pm on Monday 15 March 2021 via the online digital format Zoom.

Zoom Meeting details: ID - 883 066 5402 Passcode - Epworth

<https://zoom.us/j/8830665402?pwd=cnZoQ0RjcWdUWkZ3dHVRbjNCb3I6QT09>

Members of public are welcome to attend via zoom using the above access. Should members of the public wish to raise a question before the meeting, please will they contact the Clerk at clerk@epworthtowncouncil.com

AGENDA ITEMS FOR DISCUSSION AND DECISION

1. **Welcome to all Councillors and any members of the public sitting in observation**
 2. **Members of the public participation** - this will be limited to 10 minutes and each member of the public will have a maximum time of three minutes. This is at the discretion of the Chair.
 3. **Motion to exclude members of press and public from participation** - but can observe
For the following agenda points members of the public can observe the meeting but cannot take part in any discussion or debate. Any persons not Councillors or the Clerk will be muted on Zoom
 4. **Apologies for absence from Councillors** - agreement of Councillors to accept absences
 5. **Declarations of interest** - for the Council to note including dispensations presented to the Clerk
 6. **Cemetery Grounds Management and Handy person role** - discussion and agreement on options
 7. **Appointment of Vice Chair of the Full Epworth Town Council** - discussion, proposals and vote
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