



Spaldington Parish Council



.....at the heart of the Community, for the benefit of the Community.....

15 November 2020

Reference: FOI (2)/2020

Dear Councillors,

I hereby give notice of summons to attend a full meeting of the Parish Council that will be held on the following:

Monday 23rd November 2020 to commence at 8pm.

Due to the current Covid-19 pandemic, 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 spaldingtonpc@gmail.com at your earliest opportunity.

With regards,

Mr S R Baxter JP MIFA ADPS ADIP

Clerk and Responsible Financial Officer

Spaldington Parish Council



The Councillors of the Spaldington Parish Council are hereby summoned to attend a FoI Sub-Committee of the Parish Council Meeting at 8pm on Monday 23rd November 2020 via the online digital format Zoom.

Zoom Meeting details: ID - 833 794 3900 Passcode - parish

<https://zoom.us/j/8337943900?pwd=a3NxRzBMWENwWjVCMTVtRDhvb3Fhdz09>

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

FREEDOM OF INFORMATION SUB-COMMITTEE

23 November 2020 8pm.

AGENDA ITEMS FOR DISCUSSION AND DECISION

1. **Welcome by the Chair of the Sub-committee to all Councillors and 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 of the Sub-Committee.
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**
5. **Declarations of interest** – for the Council to note and dispensations presented to the Clerk and any resolution
6. **Minutes of the last Sub-Committee on the 26 October 2020** – to confirm that the minutes are a true and accurate record
7. **Motion to exclude members of the public and press as following items are confidential**

For the following agenda points members of the public or press will be excluded from viewing or playing a part in the meeting – this is due to confidentiality

8. **Discussion of item number one on the FOI request received from resident** – motion to agree action
9. **Discussion of item number seven on the FOI request received from resident** – motion to agree action
10. **Discussion of item number thirteen on the FOI request received from resident** – motion to agree action
11. **Discussion to agree a full and detailed letter to the External Auditors in regard to the audit challenge**
12. **Next Meeting date of the FoI Sub-Committee - TBC**