



## Arborfield & Newland Parish Council

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Clerk: Miss Alison Ward

# There will be an **Executive Committee Meeting** of Arborfield and Newland Parish Council on Tuesday 21st July 2020 remotely starting at 7pm.

In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 this meeting is to be held virtually.

Press & Public – if you would like to join this meeting please contact the Parish Clerk by 3pm on Tuesday 21<sup>st</sup> July 2020 via email at [parishclerk@arborfield.org.uk](mailto:parishclerk@arborfield.org.uk)

## AGENDA

1. **To receive any apologies for absence**
2. **To receive any declarations of interest on items on the agenda**
3. **Policies & Documents** – see notes below
  - to agree re-adoption of the following:
    - H&S Policy
    - Risk Management Policy
    - Risk Assessment- General, Finance, Staffing
    - Executive Committee Terms of Reference
    - Disciplinary & Grievance Policies
  - to discuss and agree to ask the Vice Committee Chairman to put together a report regarding the impact of Covid-19 on the Council including finances
  - to discuss and agree to implement a Delegated Powers Policy
  - to discuss and agree to implement a Business Continuity Plan
4. **Risk Management** – see notes below
  - Covid-19 Risk Assessment for
    - Playground equipment
    - Reopening the Parish Office
    - Pavilion
5. **Major projects** – see notes below
  - Pavilion extension & refurbishment
  - Freckles Pre-School
6. **Correspondence and any matters considered urgent**
7. **Date of next Executive Committee meeting** – January 2021 – exact date to be confirmed.

Public and Press welcome