



PO Box 21
The Pavilion
Fountain Lane
Soham
Cambs. CB7 9PL

Town Clerk D. E. Marshall
Tel / Fax [01353] 723 472
E. Mail info@soham-tc.gov.uk
www.soham-tc.gov.uk

Soham Town Council

SOHAM TOWN COUNCIL

AN EXTRAORDINARY MEETING (EOM) of SOHAM TOWN COUNCIL will be held on **MONDAY 22ND FEBRUARY 2021** commencing at **7.00pm** and you are summoned to attend the venue and means as identified **in red** under options 1-3 below for the transaction of the following business.

PLEASE NOTE: Due to the lifting of restrictions on gatherings of people by the Government due to the Covid-19 infection, meeting venues and means until further notice will be one at/using one of the following (identified in red and by strike-through of non-applicables) :

- 1.** At the Pavilion. Due to social distancing measures the number of members of Public will be restricted to a maximum of 10 and due to this maximum number and for track and trace requirements will need to pre-register with the Clerks office prior to the meeting. Please note that when the meeting commences (after 7:15pm) for public safety there will be **NO SPECULATIVE ATTENDANCE OR WALK-IN ACCESS ALLOWED.**
- 2.** At the Pavilion, by Partial (hybrid) means with the assistance of Zoom** & Youtube video conferencing (See privacy notice below). **COMPLYING** with those maximum public numbers and track and trace requirements as indicated (see point 1 above).
- 3. TOTALLY REMOTELY (no face-to-face public meeting) using Zoom** conference & Youtube video platforms.**

***ZOOM MEETING PRIVACY NOTICE-Soham Town Council at its legal discretion may use the Zoom video platform to conduct where necessary Council and Committee meetings. Zoom™ may collect information including IP address, device details and operating system details. When you use Zoom to participate in a meeting some data will be disclosed to other participants and to meeting or webinar hosts. For instance, when you attend a meeting, your name might appear in the attendee list. If you turn on your video camera, your image will be shown. If you send a chat or share content, that can be viewed by others in the chat or the meeting. For more information, please see Zoom's Privacy Policy: <https://zoom.us/privacy>**

Where a meeting proceeds EITHER as 2.Partial (hybrid) or 3. Totally remotely and no reasonable access of numbers of the Public able to attend at the Council Offices/Pavilion the Public may view the meeting via the Youtube link (where applicable the URL link will be provided below)

. NO YOUTUBE LINK WILL BE PROVIDED DUE TO THE NATURE OF THE BUSINESS TO BE TRANSACTED

Provision for Public speaking at the remote meeting (via Zoom) are as indicated in the Notes Box at the end of the Agenda. PLEASE NOTE residents including County & District Cllrs are not permitted in participating in the town council meeting once the meeting is in session and connections using Zoom, unless by agreement with the membership, will be terminated.

DE Marshall
Clerk, Town Council
15th FEBRUARY 2021

AGENDA

30/21 Public comment time

EXCLUSION OF THE PRESS & PUBLIC That the press and public be excluded during the consideration of matter 31/21) Potential land acquisition which is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that where members of the public were present during the item there would be disclosure of exempt information of Category 1, 3 and 5 (commercially sensitive including legal privileged considerations) under Part 1 Schedule 1972 (AS AMENDED BY THE LOCAL AUTHORITIES (ACCESS TO INFORMATION) (EXEMPT INFORMATION) (ENGLAND) ORDER 2006)

31/21 Potential Land (and property) acquisition (139/19C, 151/19B v, 07/20B, 53/20E, 67/20iv, 82/20 26/21 B)

NOTES:

1. Since the introduction of restrictions on gatherings of people by the Government in March 2020 and up to 4th July 2020 it was not possible to hold standard face-to-face public meetings at the Town Council Offices (Community Room The Pavilion Fountain Lane Soham). This led to a temporary suspension of meetings. The Coronavirus Act 2020 has now been implemented and in Regulations made under Section 78 it gives local authorities the power to hold meetings without it being necessary for any of the participants or audience to be present together in the same room.

Soham Town Council will consider based on the agenda items/matters to be considered the necessity of holding face-to-face meetings and where it is deemed necessary and/or advantageous to the democratic process and under its risk assessments make provision for those meetings to proceed physically and in Public.

Where meetings proceed at the Pavilion and face-to-face, members of the Public must contact the Office to register their intention to attend and will be limited due to capacity of the venue and social distancing requirements to a maximum of 10 on a 'first come first served' basis. Members of the Public as listed must be prepared to comply with the town council's full hygiene measures Policy on entering and leaving the building and provide contact details for track and trace purposes.

Where these conditions cannot be safely met council meetings will be convened using the Zoom video conferencing system. This system is simple for members of the public to access, as well as participants. Due to restrictions on Zoom, access to the online meeting will be strictly on a "first come, first served" basis, as numbers are limited to 100.

2. The Council will continue to allow public speaking at its face-to-face or remote/virtual meetings held via Zoom. If you wish to speak at any of the planned meetings, you must contact the Clerks office by 10am on the Friday before the day of the meeting. Alternatively, you may wish to send a statement to be read at the meeting if you are not able to attend face to face meetings, access remotely, or do not wish to speak via a remote link. Please note that public speaking in all cases is limited to 5 minutes (max) per contributor.

3. Where the meeting proceeds either as hybrid (partial) or totally remotely the Public may view the meeting using the live streaming service YouTube following the link <https://www.youtube.com/watch> (the actual entire link code will be provided on summons page (page 1) of the relevant agenda).

4. Attachments marked in the Agenda as "attached" unless marked "oral" may be requested prior to the meeting from the Clerks office.

5. If the full Council or the Standing Committee wishes to exclude the Public and Press from face to face, live streamed and/or zoom conducted meetings as usual a resolution to this effect will either be published on the relevant Agenda or where not and a decision is taken during the meeting then a motion duly proposed and seconded will need to be verbally passed stating the following:

"That the Press and public be excluded during the consideration of the remaining item no(s). X because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s) there would be disclosure to them of exempt information of Category X of Part I Schedule 12A to the Local Government Act 1972 (as amended)."