

Standing Orders Addendum Apr 2020 to May2021

3. Meetings in General

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) came in to force on 4 April. 2020.

The 2020 Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021. They also remove the requirement to hold an annual meeting. The 2020 Regulations apply to local council meetings, committee and sub-committee meetings in England.

s.78 in the Coronavirus Act 2020. This section gave the Secretary of State the power to make Regulations to make provisions for the holding of meetings. The 2020 Regulations set out those provisions.

Background to the 2020 Regulations

The COVID-19/ Coronavirus pandemic and the unprecedented in peacetime Government measures in response to the crisis (e.g. prohibitions on gatherings, social distancing, self-isolation and shielding of those deemed to be the most vulnerable) have meant that the requirement for local authorities to hold public meetings in person with all members present in one place cannot be met. The statutory requirements for meetings are mainly contained in the Local Government Act 1972 (“the 1972 Act”) and the Public Bodies (Admission to Meetings) Act 1960 (“the 1960 Act”).

Regulation 5 (6) also enables local councils to make standing orders to specify

- (i) voting will be carried out, by a show of hands and consultation with teleconference attendance
- (ii) Members and the public can access through the details being sent to the participants by email invitation requested from the clerk...
- (ii) Members of the press and public will only be able to speak during the public participation part of the meeting. A requirement to speak will be done by a show of hand or verbal signal.
- (iii) Tutbury Parish Council Standing Orders rules of debate will be upheld during a remote meeting.

Notice of the meeting

Regulation 13 – s.1 (4) (a) of the 1960 Act has been amended so that public notice of the time and place of the meeting is deemed to be given if published on the relevant principal authority’s website.

Regulation 17 – confirms that a local council complies with Regulation 8 of the Openness of Local Government Bodies Regulations 2014 (decisions and background papers to be made available to the public) by making the written record and any background papers available for inspection by publishing them on their website: or by such other means that the council considers appropriate.

Financial Regulations

The financial regulations that relate to an emergency situation where there is threat to life and community applies during the pandemic until May 2021.

The chair and the clerk have delegated authority to authorise payments up to £1000. Existing authorised expenditure agreed in the budget can be authorised by the clerk and the chair.