|  |
| --- |
| **C:\Users\melan_000\AppData\Local\Microsoft\Windows\INetCache\Content.MSO\4CAD85CA.tmp**  **COVID-19 RISK MANAGEMENT**  **SAFETY MEASURES FOR INDOOR PUBLIC MEETINGS**  **DINTON PARISH COUNCIL MEETING: MON 17 JAN 2022 (DINTON VILLAGE HALL)** |

|  |  |  |
| --- | --- | --- |
| **COVID-19: Key considerations about the way the virus is transmitted** | * Infection exposure occurs in 3 principal ways: Inhalation, Disposition, Touching * Virus-laden airborne droplets and aerosols play a profound role * Every time we speak, and the louder we talk, the more droplets are emitted * Droplets can travel up to 6 feet * Aerosol particles, formed when droplets rapidly dry, are small enough that they can remain suspended in the air for minutes to hours * Prolonged exposure (typically more than 15 mins) in enclosed spaces | |
| **Standing Orders adopted 21 October 2014: key considerations for safety measures** | * The meeting duration could be up to 2hrs * The meeting on 17 Jan is open to the public * Members of the public may make representations. With the Chair’s permission, they may speak for up to 3 minutes | |
|  |  | |
| **SAFETY MEASURES TO MITIGATE TRANSMISSION** | | |
| **Good hygiene, cleaning and handwashing** | Hand sanitiser placed at entrance | Sanitize tables and chairs before/after use |
| **Manage suspected COVID-19 cases** | Polite request for attendees to take a home Rapid Lateral Flow Test before arrival.  If they test positive, they must self-isolate. | Government Plan B:  Face coverings are compulsory for all indoor settings.  Face coverings may only be removed when someone has permission to speak. |
| **Communication** | Entry conditions set-out in the Meeting summons (Agenda) published on LPC’s website and Noticeboards 3 clear days before the meeting | Entry conditions set-out in an Email sent in advance to all those who will be attending |
| **Engage with local transport authorities** | N/A | |
| **Ensure sufficient ventilation** | Open windows and doors 15 mins before the meeting start time | Keep windows and doors open throughout the meeting |
| **NHS QR code (and contact details if asked)** | NHS QR Code in place at entrance – encourage attendees to check-in | |
| **NHS COVID Pass** | Evidence of vaccination status will not be a condition of entry | |
| **Crowd movement strategies** | No. of attendees restricted to **5**  (to give opportunity for space and limit close contact) | Free movement using phased entry and exit, and by adopting a one-way system. |



**Dinton Parish Council**

Cllr Gary Rowitt (Chair)

cllrrowitt@dintonparishcouncil.org

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dear Councillor,

You are hereby summoned to attend the next meeting of

**Dinton Parish Council**

On **Monday 17 January 2022** at **7:30pm in the Dinton Village Hall**

As from 13 December 2021, the government introduced extra Band B measures in response to the emergence of the Omicron variant and the “credible risk” it presents to the NHS. These measures aim to slow the growth of this new variant and buy time for COVID-19 booster jabs to be rolled out.

Accordingly, in the interest of public safety and after consultation with Wiltshire Council’s Director of Legal and Governance, the Parish Council has set the following conditions of entry for this Parish Council Meeting:-

|  |  |
| --- | --- |
| Attendees by Members of the Public | Numbers have been restricted in accordance with DPC’s completed COVID-19 Risk Assessment.  Requests to attend will be on a strictly first come; first served basis. If your attendance has not been confirmed, please do not attempt to gain entry. |
| Face Coverings | Mandatory as from 13 Dec 2021 (unless when permitted to speak) |
| NHS Test and Trace App | Check-in to the venue by scanning the QR Code at the entrance |
| Hand sanitiser | Available to use at the entrance |
| Free Movement | A staggered entry/exit and one-way system will be in operation. |

**1/22 Questions/statements from members of the Public.**

**2/22 Report from Wiltshire Councillor – Cllr B Wayman.**

**3/22 Apologies for absence** and to consider whether to approve the reasons given.

Cllr A King has reigned.

**4/22 Minutes of last meeting.** To confirm and sign the minutes of the parish council meeting held on 13th December 2021.

**5/22 Declaration of interest. .**

1. Cllrs to declare any Disclosable Pecuniary Interests related to any matters to be considered in this agenda that do not appear in the Cllr’s register of interests.
2. In accordance with the Dispensation Procedure, any requests for a grant of dispensation must be submitted prior to this meeting.

**6/22 Exclusions of press and public.** To agree any items to be dealt with after the public including the press, have been excluded under.

**7/22 Planning**

**(i)** To consider how to respond to any planning applications made after the publication of this agenda.

**(ii)** To receive an update on planning matters previously considered by Dinton PC.

**(iii) Tree applications.** To note any tree applications received after the publication of this agenda.

**8/22 Finance Year ending 31st March 2022.**

## To note the balance of the accounts.

Opening balance £ 11,257.39

Total receipts £ 17,880.03

Total payments £ 11,204.12

Balance £ 17,932.30

This includes ring fenced / committed monies totalling £ 9,052.99 leaving an available balance of £ 8879.31

The balance of the bank accounts on 04/01/2022 is £ 18,207.97 which includes uncleared funds of £ 220

1. To note the current budget / spend.
2. To consider ring fenced monies and vire across if required.
3. To note payments made since the last meeting.

Mr Kearly. £25, wreath.

1. To authorise terms of expenditure, as detailed in the schedule of payments.
2. Cllr Upton, Expences, £ 18.45. Cllr Rowitt, wreath, £25. Cllr Smith, internet

Check, £1. Mrs Brown, cleaning bus shelters, £30.

1. Jubilee celebrations DPC pays invoices to the value of £500, inc vat.
2. Update on Bank signatories

**9/22 Dinton Parish Clerk.** DPC computer and records not returned by Mrs Churchill.

**1)** Inform the Police that DPC goods have been stolen.

**2)** Take legal action through a solicitor.

**3)** Simon Pritchard (see Cllr Upton’s email Should we employ)

**4)** Which Councillors will carry out clerk’s duties until new clerk appointed.

**10/22 Clerks report.** Chairman / Ms Camilleri to give report**.**

**11/22 Approve/Reports from Parish Councillors.**

Cllr Rowitt, Cllr Southern, Cllr Bennie, Cllr McCarthy, Cllr Smith and Cllr Upton.

**12/22 Items for next meeting on 21st February 2022.**

**2)**