

# Ditchingham Parish Council

To Members of the Council  
*You are hereby summoned by the Clerk to attend the*  
**EXTRAORDINARY PARISH COUNCIL MEETING**  
to be held by email on  
**Monday 11th May 2020 at 7.30pm**

**Councillor's Name:**

**A. Public Forum – for Members of the Public**

*Please forward any questions to the Clerk by post or email ([clerkdpc@aol.co.uk](mailto:clerkdpc@aol.co.uk)) before 6pm on the day of the meeting.*

## AGENDA

1. To consider Apologies for Absence
2. Declaration of Interests and Consider Requests for Dispensation  
Comment:
3. To approve the following Documents and Policies
  - a) Coronavirus Contingency & Action Plan  
Yes/No:  
Comment:
  - b) Email Meetings and Decision-Making Policy  
Yes/No:  
Comment:
  - c) Scheme of Delegation  
Yes/No:  
Comment:
4. To confirm the dates of the next Meetings
  - Monday 18<sup>th</sup> May 2020 at 7.30pm
  - Monday 20<sup>th</sup> July 2020 at 7.30pm
  - Monday 21<sup>st</sup> September 2020 at 7.30pm
  - Monday 16<sup>th</sup> November 2020 at 7.30pm

*S. Chapman*

**Sally Chapman**  
Clerk to Ditchingham Parish Council

**Date:** 5<sup>th</sup> May 2020