



PUBLIC NOTICE AND SUMMONS TO A MEETING OF PEOPLE, POLICY AND PRACTICES (PPP) COMMITTEE MEETING

Monday 8th June 2020 at 19h15

This will be a "VIRTUAL" meeting using GoToMeeting Video Conferencing

(In accordance with the Coronavirus Act 2020)¹

Please join the meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/993516677>

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/993516677>

Attendance by Press and public is welcome. See the addendum to this agenda or refer to our website for instruction on how to join a meeting, together with virtual meeting etiquette.

All MEMBERS of Broughton and Milton Keynes Parish Council PPP Committee are **summoned** to remotely attend a meeting to be held on Monday 8th June 2020 at 19h15.

Signed

Vicky Mote-Clerk to the Council

3rd June 2020

Agenda

Agendas and reports for the majority of the Council's public meetings can be accessed via the Internet at: <http://www.broughtonandmkv-pc.gov.uk/Meetings>

Recording of Meetings

The proceedings at this meeting may be recorded for the purpose of preparing the minutes of the meeting. In accordance with the Openness of Local Government Bodies Regulations 2014, you can film, photograph, record or use social media at any Council meetings that are open to the public. If you are reporting the proceedings, please respect other members of the public at the meeting who do not want to be filmed. You should also not conduct the reporting so that it disrupts the good order and conduct of the meeting. While you do not need permission, you can contact the Council's staff in advance of the meeting to discuss facilities for reporting the proceedings and a contact is included on the front of the agenda, or you can liaise with staff at the meeting.

Guidance from the Department for Communities and local government can be viewed at the following link:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/343182/140812_Openness_Guide.pdf

¹ The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No.392

REF	AGENDA
PPP19/20-15	Welcome and Public question time, including Ward Councillor updates: In accordance with Standing Order 3.4 & 3.5 members of the public may ask questions on any matters dealt with by Full Council included on this agenda. <i>(please note that this item will generally be restricted to a maximum of 15 minutes, subject to Chair's discretion)</i>
PPP19/20-16	Apologies: To receive apologies and to approve reasons for absence.
PPP19/20-17	Declaration of Interest: Members to declare any disclosable pecuniary interests, or personal interests (including other pecuniary interests), they may have in the business to be transacted and in any contract to be considered.
PPP19/20-18	Minutes: To agree as a correct record the minutes of the PPP Committee meeting held on 16 th March 2020.
PPP19/20-19	Committee Name Change: To consider changing to a standard name used within the sector.
PPP19/20-20	Business Continuity: To discuss and agree next steps.
PPP19/20-21	Prioritisation: To discuss and agree a mechanism.
PPP19/20-22	Policies: To review consolidated list and agree next steps.
PPP19/20-23	Councillor Reports and Items for Future Agenda
PPP19/20-24	Meetings: To agree future quarterly meetings.
PPP19/20-25	Confidential Item Under the Public Bodies (Admission to Meetings) Act 1960 Exclusion of the public in accordance with Section 1(2) and by reason of the confidential nature of the business, the Public and Press will be excluded for the following agenda item.
25.1	Review of Staff Matters

ADDENDUM: HOW TO JOIN THE PPP COMMITTEE VIRTUAL MEETING

You do not have to download the App onto your device to join this virtual meeting.
Copy and paste the link below into your browser:

<https://global.gotomeeting.com/join/993516677>

1. You will see a message where “GoTo” wants to open this application, click on **CANCEL**.
2. You will now have two options as follows:

JOIN ON THE WEB

You can join without downloading the App, just copy and paste the link above into your internet browser.

DOWNLOAD THE APP

Download and use the app, once downloaded you will just need to enter the meeting ID, which you will find at the top of the agenda 993-516-677

3. Make sure you click on **OK, I'm ready** to join the meeting. You might have to wait in the virtual waiting room if the organiser has not started the meeting.
4. You will need to enter your name however; you do not have to enter your email address.
5. Make sure you have activated your Mic and Camera.

VIRTUAL MEETING ETIQUETTE

1. Please log on no later than 19h05 in order for us to start the meeting promptly at 19h15.
2. Please turn off your mobile phone.
3. Please ensure your microphone is muted when not talking to reduce echo & feedback.
4. If you wish to speak, please unmute and the Chair will invite you to speak.
5. Please state your name and speak clearly & concisely.
6. No multi-tasking – please close down other windows and programmes so you won't be distracted.
7. Please consider your background and what you are doing/wearing can be seen by everyone.