Following the Mayor-Making and Annual Meeting of Didcot Town Council on Tuesday 4th May 2021, it was agreed that the following temporary arrangements will be made to allow the business of the Council to continue whilst lowering the risk of infection to elected Members, DTC staff and members of the public.

1. To convert all standing Committees to temporary working parties where they can meet remotely and make recommendations either to full Council or delegated to the Town Clerk.
2. The temporary working parties will follow the same schedule of meetings and be open to the public.
3. The temporary working parties will follow the same schedule of delegation and terms of reference.
4. Our current standing orders can remain unchanged but note Section 5 SO 120 to 124 covers the delegation to the Town Clerk.
5. Urgent matters only to be delegated to the Town Clerk when they cannot wait for the next Council meeting. The Town Clerk will follow the recommendations of the working parties (Committees).
6. The Extra-Ordinary meeting on 10th May is held remotely for safety. The Chairs and Vice Chairs will be re-appointed at their first meeting. Each Committee should have Liberal Democrat, Conservative and Independent Councillors as members.
7. Extra Ordinary Council to physically meet at a distance in the Ladygrove Room or Main Hall. This could be a combination from the Chairs of the five standing Committees, a representative of the Liberal Democrat Party and of the Conservative Party, Independent Councillors involved in the working party being considered and the Mayor to a maximum of 6 people. The member of staff can join from the office remotely.
8. The arrangements will remain in place until 21st June 2021 or until the covid restrictions are lifted.

Janet Wheeler

May 2021