



Town Hall
Fore Street
Okehampton
Devon
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Emma James
Town Clerk

15th February 2021

Dear Councillor

You are summoned to attend a remote meeting of the Emergency Committee to be held on **Wednesday 24th February 2021 at 3.30pm**

Committee Membership: Mayor and Committee Chairmen

Yours faithfully

E James

Emma James
Town Clerk

AGENDA

Declarations of Interest – Members are reminded that they should declare any relevant interest in the items to be considered.

Urgent items - items for information only can be brought to the attention of the Committee at the discretion of the Chairman at the end of the meeting.

No decision can be taken on items not detailed on the published agenda.

1. **Apologies for Absence** - To receive apologies for absence from those Members unable to attend.
2. **Members' Questions** - To receive questions from Members regarding the workings of the Committee.
3. **Minutes** - To confirm, approve and sign the minutes of the Emergency Committee meetings held on 9th March and 6th April 2020
4. **COVID19 Preparation for Face to Face Meetings** – To consider and resolve to recommend to full Council delegations and other actions required should the Legislation permitting the virtual meeting of local councils not be extended past 6th May 2021