

Date: 03 August 2023

Title: Report Item 8 – Use of Zoom at Council Meetings

By: S Adeniji (Parish Clerk)

Purpose: Decide whether to continue the use of Zoom at meetings

Recommendations: a) To resolve whether to continue the use of Zoom at Council meetings.

INTRODUCTION

1. During the peak of the COVID-19 pandemic in 2020 the parish council introduced the use of Zoom at its meeting to facilitate remote meetings when the country was in lockdown.
2. In 2021 the parish council adopted the concept of hybrid meetings. Hybrid meetings enabled non-voting statutory attendees, such as the local MP, County and District councillors and lay advisors to attend a council meeting remotely via Zoom. In addition, members of the public who wish to make representations during the public session may do so remotely via Zoom by requesting the right to attend no later than 24 hours before the meeting.
3. Hybrid meetings were also necessary to ensure that physical meetings were held within the maximum safe limit and to enable social distancing. Both these requirements are no longer necessary.
4. The use of Zoom to live stream council meetings does present some logistical problems for example:
 - The officer clerking the meeting does not have access to their laptop as this is used for setting up Zoom.
 - If a physical meeting wants to share documents on the projection screen, any person attending remotely cannot see the room.
5. In addition, in the past 6 months, there has been very little use of Zoom by members of the public or statutory attendees.
6. The Council have renewed its Zoom subscription until July 2024.