

Covid-19 Guidance

Attending Parish Council Meetings

The following information and guidance has been provided to ensure that face to face meetings take place in a Covid secure manner. We ask everyone attending to respect the controls and measures that have been put in place for the safety of everyone.

The parish council, in partnership with Harbury Village Hall, will ensure that cleaning before and after meetings is carried out and hand sanitiser is provided. We will also ensure that meetings run for the shortest possible time and that the meeting room is well ventilated. In return, we ask that you comply with the following measures:

- Please consider whether you need to attend the parish council meeting in person or whether the matter can be dealt with in another way. Many issues can be resolved by telephoning or emailing the clerk prior to the meeting. The clerk will be able to advise you on the best way forward and may be able to answer your question for you.
- Please consider taking a lateral flow test before attending the meeting.
- Please do not attend if you are experiencing any symptoms of COVID-19.
- Please do not attend if you have been told to self-isolate.
- Please observe any signed instructions on entering the village hall.
- Seats will already have been set out at 1 metre intervals. Please do not move the seats.
- Please maintain a minimum 1 metre distance from other people at all times.
- Face coverings are no longer mandatory and the wearing of them is now a decision for the individual but please respect the choice that other people have made.
- Please use the hand sanitiser provided frequently.
- When addressing the meeting, you may be asked to use a microphone. Please do not shout or raise your voice as this increases the distance respiratory particles will travel.
- Please avoid sharing items (e.g.: pens, papers).
- Please be prepared to give your name and contact details on entry to the meeting and please be aware that this record will be kept by the parish clerk and made available to NHS Test & Trace if required.

Last updated 7 September 2021