

## **NOTES FOR MEMBERS OF THE PUBLIC AND AUTHORITY MEMBERS**

The Coronavirus Act 2020 and subsequent regulations permit National Park Authorities to meet remotely until 7<sup>th</sup> May 2021. These guidelines apply to our remote meetings which would usually be open to the public.

### **1. Agenda and meeting papers**

The agenda and all public reports for meetings of the Authority (and each of its Committees) are normally available for public inspection five working days before the meeting, posted on the Authority's website.

### **2. Public Questions/Statements:**

The National Park Authority has allocated up to 15 minutes at the start of meetings to allow members of the public the opportunity to ask questions and/or to make statements that relate to the work of the Authority or the appropriate Committee. Anyone wishing to ask a question or make a statement **must 'register'** that intention with the Chief Executive by 12 noon on the working day before the meeting by sending an email to [secretariat@yorkshiredales.org.uk](mailto:secretariat@yorkshiredales.org.uk) Please make sure you include your question or statement and also give your name and address. Only written questions or statements from the public may be considered at remote meetings. (This procedure is in addition to the opportunity to participate at Planning Committee meetings – see separate Public Participation at Planning Committee Meetings guide).

### **3. Public attendance at remote meetings**

For a temporary period, during the coronavirus pandemic, meetings will be held remotely only. Members of the public who wish to observe a public meeting will be able to do so by watching the live streaming / webcast via our website. In addition, webcasts will be recorded and available for viewing at a later time.

If you have registered the intention to make a statement or raise a question as a member of the public (see 2. above), your statement or question will be read out at the start of the meeting.

### **4. During the Meeting**

- a) The Chair will ask each person participating in the meeting to introduce themselves (for attendance record purposes and to check connectivity).
- b) Please set your microphone to "mute" at all times other than when you are actually speaking at the meeting.
- c) Please wait for the Chair to invite you to speak. Please do not try to interrupt or speak over someone else.

### **5. Declarations of Interest:**

Authority Members should make any declarations of interest at the start of the appropriate item. If a member has a disclosable pecuniary interest, or otherwise has to leave the meeting due to an interest, the Moderator will ensure the member's microphone and camera are switched off so that they are unable to participate in the meeting until the business to which they held the interest has been transacted.

## **6. Technical Difficulties**

- a) In the event of a technical difficulty, the Chair may call a short adjournment up to 15 minutes to enable the fault to be addressed.
- b) Any member whose connection to the meeting is lost is deemed to have left the meeting at that point, and, if the connection is resumed, is deemed to have re-entered the meeting when re-connected. (For avoidance of doubt, a member who can still hear and be heard is still “present” at the meeting even if the fault means they can no longer see or be seen).
- c) If, after 15 minutes, the fault has not been resolved, the Chair must postpone the meeting altogether if the meeting is no longer quorate. If the fault has not been resolved but the meeting is quorate, the Chair may continue with the meeting.
- d) If connection with an active participant is lost part-way through the debate on an item, the Chair has discretion whether to continue with that item or suspend it either until the link is established or to the end of the meeting
- e) If the Chair loses connectivity with the meeting the Deputy Chair will take over the chairing of the meeting.

## **7. Filming/Recording of Meetings:**

The National Park Authority routinely records all full Authority and Planning Committee meetings. Remote meetings will be streamed live via a webcast and will also be archived for later viewing via our website. The Authority cannot accept responsibility for the content of any recording made and technical difficulties may affect recording or live streaming.

Those attending National Park Authority meetings should be aware that they may be filmed and that attendance at the meeting signifies agreement to this.

***If you have any general enquiries/comments about the above or the way in which the Authority’s decision-making processes operate, please contact the Committees Officer by post (to Yoredale, Bainbridge, Leyburn, DL8 3EL); telephone 0300 456 0030; or email: [secretariat@yorkshiredales.org.uk](mailto:secretariat@yorkshiredales.org.uk).***



## Committee Membership and Member Champions as at 1 April 2020

Member	Appointing body	Planning	Audit & Review	Finance & Resources	Standards
<i>M'ship/Quorum</i> →		17/7	12/6	13/6	5/3
Amsden John	RDC	✓	✓		
Clark Chris	SoS(P)	✓	✓		
Cotton Nick	CCC	S2		✓	
Foster Richard	CDC	✓		✓	✓
Frea Kevin	LCyC	S1		✓	
Good Richard	RDC	S2	✓		
Heseltine Neil	SoS(P)	S1	✓		✓
Heseltine Robert	CDC	✓	✓		
Hutton Julie	SoS	✓		✓	
Ireton David	NYCC	✓	✓		✓
Kirkbride Allen	SoS(P)	✓		✓	S
Lancaster Sandy	EDC	✓	✓		
Lis Carl	CDC	✓		✓	
Martin Julie	SoS	✓	✓		
McPherson Ian	SoS(P)	✓		✓	
Mitchell Ian	SLDC	✓			
Munday Jim	SoS	✓	✓		
Parsons Stuart	NYCC	S1		✓	
Quinn Gillian	NYCC	✓		✓	
Sedgwick Karin	NYCC			✓	
Swain Neil	SoS	✓		✓	
Towneley Cosima	LCC	✓	✓		
Welch Richard	NYCC	✓	✓		

CDC= Craven District Council; EDC= Eden District Council; LCyC= Lancaster City Council;  
RDC=Richmondshire District Council; SLDC=South Lakeland District Council;  
CCC=Cumbria County Council; LCC= Lancashire County Council; NYCC= North Yorkshire County Council;  
SoS=Secretary of State; SoS(P)=Secretary of State (Parish);

<b>CHAIRMEN AND DEPUTY CHAIRMEN</b>		
<i>Date elected</i>	<i>Chairman</i>	<i>Deputy Chairman</i>
Authority (25/06/19)	Carl Lis	Neil Heseltine
Planning (09/07/19)	Julie Martin	Neil Swain
Audit and Review (09/07/19)	-	Jim Munday
Finance and Resource (30/07/19)	-	Nick Cotton
Standards (04/02/2020))	David Ireton	-

<b>MEMBER CHAMPIONS</b>		
<i>Area of responsibility</i>	<i>Member appointed</i>	<i>Term of appointment</i>
Natural Environment	Ian McPherson	Nov15 – Dec21
Cultural Heritage	Julie Martin	Sep17 – Sep20
Recreation Management	Nick Cotton	Dec19 – Dec22
Promoting Understanding	-	June17 – June20
Development Management	Jim Munday	June18 – June21
Sustainable Development	Chris Clark	Sept19 – Sept22
Corporate Management	Julie Hutton	Dec18 – Dec21