



TOWN FORUM BRIEFING

Tuesday 12 May 2020 at 4pm
Online via Zoom

JOINING INSTRUCTIONS – BY COMPUTER

To join the Zoom meeting by computer, please click on:

<https://us02web.zoom.us/j/83841020917?pwd=V0dSMkxhRTZ2b29WWlJVbHRwOVJVZz09>

Meeting ID: **838 4102 0917** Password: **505347**

(The Meeting code and password are embedded in the above web address. So if using the link you will not have to enter them separately.)

During the 'join in' process please note:

1. Agree to use your computer video
2. Agree to use your computer audio
3. Please ensure your 'registered name' is your own name (and/or organisation) and not, for instance, "Davids iPad", "Marks home computer" or other unidentifiable object or email address. The name can be altered by organisers but it is easier if you do it as you do it directly either before or immediately on entry to the Zoom meeting.
4. If you have a problem, please enter the system and 'message' on the system direct to either Mark O'Callaghan or David Scott who are running the system on behalf of the Town Forum.
5. You will be automatically put into a 'waiting Room' – If you are delayed entry you can text David Scott on 07740 457 030 with your name and sign-on name - if you know it.

JOINING INSTRUCTIONS – BY TELEPHONE

If you wish to join by telephone (ONLY) and not by computer, please dial one of the following numbers and enter the meeting ID, password and your name when requested:

- +44 203 481 5240 United Kingdom
- +44 131 460 1196 United Kingdom
- +44 203 051 2874 United Kingdom
- +44 203 481 5237 United Kingdom

Meeting ID: **838 4102 0917** Password: **505347**

IMPORTANT INFORMATION ON JOINING

1. The meeting will be recorded and may be made available online.
2. Your microphone will be muted automatically. You are asked to unmute your own microphone when invited to speak by the Chairman and mute again afterwards.
3. The organisers may mute or unmute all or individual microphones if necessary, but we will try to avoid this.
4. Muting microphones when not speaking will avoid feedback and multiple people trying to speak at once. Good microphone discipline will make it easier for everyone to hear.
5. The meeting will be open early, from 3.30pm, for those who are not used to Zoom so that you can become familiar with the platform.

AGENDA

- 1 The Council's Response to Coronavirus**
Presentation by William Benson, TWBC Chief Executive
- 2 Questions received prior to the meeting**
Brian Lippard
Michael Holman
Linda Lewis
Paul Mason
Dorothea Holman
- 3 Questions from the floor**
If you have any questions arising during the meeting from the above agenda items, please write these in the messaging system. The Chairman will then invite you to speak when appropriate. If you are joining the meeting by telephone, or are otherwise unable to use the messaging system, please wait and the Chairman will provide an opportunity to ask your questions.
- 4 Future Meetings**
Until we are able to meet again in person, we plan to hold regular Zoom calls on subjects of interest to members. We propose to make the theme for the next few "The new normal: How should RTW react as the lockdown ends?" Ideas for specific subjects are welcome.