

STAPELEY & DISTRICT PARISH COUNCIL
CALENDAR OF PARISH COUNCIL MEETINGS – 2020-2021
TAKING ACCOUNT OF REVISED REGULATIONS UNDER
THE CORONAVIRUS ACT 2020

Meetings of the Council are held on the third Monday in the month and are currently being held remotely via Zoom.

Members of the public are able to 'attend' the meetings by clicking into the link on the agenda which is published on the website at least three clear days before the date of the meeting

Between April-July 2020, meetings were held *ad hoc* via Zoom and commenced at 7.30 pm. The normal schedule of meetings is to be re-commenced, starting with the meeting on 17 August 2020.

Members of the public are able to ask questions during the Public Question Time slot, but in view of the method of meeting, residents are asked to submit their questions by 12 noon on the day of the meeting. At the meeting, the question will be read out and a response given at the meeting itself. If it is not possible to provide an immediate response, a written response can be provided after the meeting.

Date	Notes
17 August	
21 September	
19 October	
16 November	The Parish Council will give initial consideration to its budget for 2021-2022 and members of the public are particularly encouraged to attend this meeting to express their views on the budget proposals during the Public Question Time slot.
21 December	The Parish Council will approve its budget for the year 2021-2022
18 January 2021	
15 February	
15 March	
19 April	
17 May	This is the date of both the Annual Parish Meeting and the Annual Meeting of the Parish Council

The **Annual Parish Meeting** is held on the same evening as the Annual Meeting of the Parish Council. These are two separate and distinct meetings but are held for convenience on the same evening.

The Parish Meeting comprises local government electors registered for the parish. If present, the Parish Council Chairman must chair the Parish Meeting. In her/his absence, the Vice-Chairman must preside if she/he is present; otherwise the meeting must elect its own chairman from those present. A Parish Meeting may discuss parish affairs, and resolutions may be passed which the Parish Council is obliged to consider but not necessarily accept.

During 2020, the Coronavirus Regulations 2020 prohibited Parish Meetings to be held. The situation in 2021 is as yet, unknown; however, it is anticipated that the Annual Council meeting will take place.

The Parish Meeting must assemble annually between 1 March and 1 June. Proceedings must not begin before 6 pm. Decisions are taken by a majority of those present and voting.

The Annual Parish Council Meeting is the first meeting in the new municipal year, and it is at this meeting that the Chairman and Vice-Chairman are elected. Committees are appointed and appointments to outside bodies are made. The Parish Council also considers other routine agenda items.