

**STAPELEY & DISTRICT PARISH COUNCIL
CALENDAR OF PARISH COUNCIL MEETINGS – 2018-2019**

Meetings of the Council are held on the third Monday in the month and are held in the Community Hall, Pear Tree Field, Stapeley commencing at 7.30 pm.

Members of the public are entitled to attend meetings and are able to address the Parish Council during the Public Question Time slot. Agendas are published on the website at least three clear days before each meeting and displayed in the notice-board which is adjacent to the Community Hall.

Date	Notes
21 May 2018	This is the date of both the Annual Parish Meeting and the Annual Meeting of the Parish <u>Council</u> which is the first meeting in the new municipal year.
18 June	
16 July	
20 August	Possible RECESS (?)
17 September	
15 October	
19 November	
17 December	The Parish Council will agree its budget for the year 2019-2020. 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 January 2019	
18 February	
18 March	
15 April	
20 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.

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.