

## HANKELOW PARISH COUNCIL CALENDAR OF MEETINGS – 2014-2015

Meetings are held bi-monthly (i.e. January, March, May, July, September and November). Between May and December, meetings are held on the first Monday in the month and in January and March are held on the first Tuesday in the month. All meetings are held in Hankelow Methodist Chapel and start at 7.30 pm.

Members of the public are entitled to attend meetings and prior to the start are able to address the Parish Council, or ask a question. Agendas are published on the notice-board and are also published on the village website at least three clear days before each meeting.

Date	Day	Notes
12 May 2014	Monday	Annual Meetings
1 July	Monday	
1 September	Monday	
3 November	Monday	
6 January 2015	Tuesday	This is an ordinary meeting, but the Parish Council will also agree its budget for the year 2015-2016.
3 March	Tuesday	
11 May	Second Monday	This is the date of both the Annual Parish Meeting (often referred to as the "Village Meeting") and the Annual Meeting of the Parish <u>Council</u>

### PUBLIC HOLIDAYS

25 August	Summer Bank Holiday	3 April	Good Friday
25 December	Christmas Day	6 April	Easter Monday
26 December	Boxing Day	4 May	Early Bank Holiday
1 January 2015	New Year's Day	25 May	Spring Bank Holiday

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 absence, the Vice-Chairman must preside if 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.

At the Annual Parish Council Meeting, the Chairman and Vice-Chairman are elected. Committees are appointed (if required), appointments to outside bodies are made and the Annual Report is presented. The Parish Council also considers other routine agenda items.