



NETHER STOWEY PARISH COUNCIL

Parish Council Meetings 2020-2021

Meetings start at 7pm wherever/however they are held. Please be ready in good time.

Parish Council

- Monday 8 June 2020
- Monday 13 July 2020
- *Monday 10 August (only held if there is urgent or essential business)*
- Monday 14 September 2020
- Monday 12 October 2020
- Monday 9 November 2020
- Monday 14 December 2020
- Monday 11 January 2021
- Monday 8 February 2021
- Monday 8 March 2021
- Monday 12 April 2021
- Monday 10 May 2021 (*Annual Parish Council Meeting*)

If you would like a matter included on the Agenda, please contact the Clerk. Agendas are prepared on the Tuesday preceding the meeting, and items for inclusion should usually reach the Clerk by the Friday before with prepared briefing for your colleagues where necessary.

Annual Parish Meeting

- Monday 24 May 2021 (provisional) – The APM must be held between 1 March and 31 May.

Committees

It was agreed that, where possible, all matters would be included in Parish Council meetings with separate Committee meetings held only if the volume or urgency of business requires. Committee meetings will usually be held in the Parish Office unless the business indicates that Parish Office will be too small. **Please check the agenda!**

Finance & Audit Committee

Finance and Audit Committee meetings are scheduled for the first Monday of the month (ie one week before the Parish Council meeting). The following meetings (for budget estimates/setting the precept) are expected to be held:

- *Monday 2 November 2020 (possible)*
- *Monday 7 December 2020*
- *If a further meeting is needed it must be before the Parish Council meeting on 11 January 2021*



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Planning Committee

Planning Committee meetings have no fixed schedule: meetings are held if a particular application or the number of applications demand one.

All other Committee meetings will be arranged as and when a separate meeting is required.

Neighbourhood Plan Working Group

The main meeting is usually held on the Monday two weeks after the Parish Council meeting, but this depends on Group members. Task groups meet as they need to, and meetings are arranged by group members themselves.

Summons and agendas are sent to Councillors by e-mail.

Three clear working days' notice is given for all meetings, eg summons are sent on the Wednesday preceding a (Monday) Parish Council meeting. Financial/budget reports are sent on Friday to ensure they are as up-to-date as possible.

The summons and agenda are also posted on the Parish Council Notice Boards on the same day and on the website to advise the Parish.