

Botus Fleming Parish Council

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Public Meetings 2025

In November I shall produce a meeting schedule for 2025. The schedule will also consider a specific meeting following the Local Elections 1st May 2025.

I have reviewed the number of meetings which Parish Councils have each year. I have referred to the (CAPs) list which includes local Councils in the BFPC area, and wider afield following conversations with colleagues in the Smaller Councils group. My aim is to bring BFPC in line with other Councils, as I do not see BFPC as a specific case requiring 12 meetings a year. I bore in mind that BFPC Councillors often choose to meet for an operations meeting once a month, and have an active WhatsApp group for discussion. In comparison to other Councils this does appear excessive but clearly this is your own choice.

Accepting that Town Councils and larger Parish Councils which also meet for separate Finance, Resources or Planning meetings often need 12 meetings per annum, I find that most Parish Councils meet on average 10 or 11 times a year. Parish Councils generally do not meet during August or December. As evidenced with Julian & Marc standing down as Parish Councillors due to home/family & work commitments, an overload of meetings may not attract new younger Councillors in May 2025.

A high portion of Councils meet during the first two weeks of the month. BFPC meeting at the end of the month presents a problem for the current December meeting (25th December 2024) and this situation has been so for several years without review. With the November draft Minutes finalised a week before the December Agenda is published it makes little sense to have another meeting in close succession.

Of those Councils who have a December meeting pencilled in, it is left as 'flexible' or 'to be arranged' depending on the Chair calling a meeting. None of the following Parish Councils meet during August or December, and those with an asterisk only in December if necessary)-

St. Dominic
Landrake with St. Erney
Millbrook
Maker with Rame
Antony
Menheniot
St. Mellion
Deviock
St. Germans *
Dobwalls *
Pillaton *
Landulph *
Polperro & Pelynt *

Having looked at a representative spread of Parish Councils more widely in Cornwall, there appears quite a high proportion who do not meet during August, and support the local Council list mentioned above.

My suggestion to BFPC Councillors would be to reduce the number of Public Meetings to 10 per annum. Outside of the Agenda & Minutes, Council business such as finance, planning matters and emails for distribution would carry on as normal.

Item 1437 'Clerk's items' will refer to the above matter on the agenda 28th August 2024.

Proposed Meeting Schedule 2025 (assuming 4th Wednesday of the month)

22nd January

26th February

26th March

23rd April - **Annual Parish Meeting (APM)** This Meeting includes the Chair's Annual report & RFO Finance statement.

2nd May (this is the first Meeting of the new Council following the Local Elections 1st May 2025. The meeting must be held immediately and Chair & Vice Chair appointed)

28th May - **Annual Meeting of the Parish Council (AMPC)**

25th June

23rd July

August – no Meeting

24th September

22nd October

26th November

December – no Meeting

The Meetings as scheduled would give me sufficient time to complete year-end finances, internal and external audits.

Thank you.

Christopher Cook – Parish Clerk & RFO

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