

Report on the Annual Parish Meeting

Annual Parish Meeting: Information for Councillors

The **Annual Parish Meeting** is a statutory gathering required by the Local Government Act. It is distinct from a Parish Council meeting and provides an opportunity for parish residents to hear reports on local activities and discuss community matters.

Key Points for Councillors

- **Legal Requirement:** The meeting must take place **between 1st March and 1st June**, starting no earlier than **6pm**.
- **Chairing:** The **Chairman of the Parish Council** (or Vice-Chairman if the Chair is unavailable) must preside. If there is no Parish Council, the meeting elects a Chair from attendees.

Purpose:

- to provide updates on parish activities over the past year.
- Reports are typically presented by the Parish Council, County and District Councillors, and other local groups or voluntary organisations.
- Residents are encouraged to ask questions and discuss parish matters.

Meeting Format:

Unlike formal Parish Council meetings, the Annual Parish Meeting is more informal. Members of the public can make statements, and any resolutions passed are **not binding** on the Parish Council.

Suggested Date

Previous years have been held on the same evening as the Annual Council Meeting and the regular Council Meeting which this year is scheduled for **Wednesday 28th May**.

Recommendation

In the past hardly any residents have attended and the only report received has been an update from the Chair of the Parish Council and the Chair of the Village Hall. Although this is a legal requirement, the meeting is called by the Chair or electorates within the parish so does the Chair wish to call the Annual Parish Meeting?