

PARISH MEETING

- 1) **Right to Convene** – a Parish Meeting may be convened by six electors for the are for which it is to be held. (The six signatories that have signed the call for a Parish Meeting are all residents of Felpham and on the electoral register).
- 2) **Notices & Agendas** – notices specifying the time, date and place of an intended meeting (they have requested the 11th or 12th April), and signed by the conveners, must be affixed in some conspicuous place or places in the Parish and in addition the conveners may give such publicity to the meeting as seems desirable. The Parish Council would be responsible for the notices and booking of rooms etc.

Ordinarily the minimum notice required is seven days.

- 3) **Decisions** – are taken in the first instance by a majority of those present and voting. The Chairman of the meeting if an elector he has an original as well as a casting vote. **Please note that as the meeting is on an issue that only the District Council can resolve, the advice from SALC is that the Vice-Chairman of the Parish Council be the Chairman of any meeting as the Chairman of the Parish Council is a District Councillor.**

Unless a poll is demanded before the end of the meeting (to be supported by ten signatories – all of whom must be Felpham residents and on the electoral register), the Chairman's declaration of the result is final.

- 4) **Voting** – unlike a Parish Council, a Parish Meeting is not required to vote in any particular way, and so the Chairman of the meeting may ascertain the effect of the voting from any evidence which may in the circumstances lead to an accurate result; thus a voice vote may in the case of an overwhelming majority be sufficient, but when the opposing opinions are represented with approximate equality, a count, whether of persons or voting papers, must be taken.
- 5) **Poll** – a poll may be demanded not later than the end of the meeting upon any question arising at it. Such a poll must be held if ten or one third of the electors present (whichever is the less) insist or the person presiding at the meeting consents. It is essential that the wording of any question to be answered in the poll is required. It is held in accordance with the rules made by the Secretary of State and the procedure is generally similar to the procedure for electing a local Councillor (**albeit that the maximum opening hours for a poll are 4p.m. to 9 p.m).**

The Returning Officer must appoint an office for the purpose of a poll.

- 6) **Relationship between a Parish Meeting and Parish Council** – though a Parish Meeting may discuss Parish affairs its resolutions differ considerably in their legal consequences. **A resolution is persuasive only: the Parish Council may legally disregard it and resolutions are not binding on either the Parish Council or District Council.**

- 7) **Other Information** – should a Parish Poll be agreed this would be at a cost to the residents of Felpham and The Parish Council – **as a guideline the last Parish Poll held in 2004 was at a cost of £8,200.00.** (