

## BLOXHAM PARISH COUNCIL

<b>Date of Parish Council Meeting</b>	Wednesday 20 March 2019
<b>Agenda Item Number</b>	<i>Item 11 (i)</i>
<b>Author</b>	Theresa Goss
<b>Title of Report</b>	Twice Monthly Parish Council Meetings
<b>Summary</b>	To review the temporary arrangement of Parish Council meetings being held twice a month.
<b>Recommendation</b>	Meetings continued to be held twice a month, on the first Monday of the month and then alternately on the third Tuesday or Wednesday of the month.
<b>Reasons for the Recommendation</b>	<p>Meetings have traditionally been held on the first Monday of the month (except when it is a bank holiday and then it is held on the second Monday).</p> <p>If the second meeting of the month is held alternately on the third Tuesday or third Wednesday of the month, this will partly accommodate Councillors who have other commitments on these days.</p>
<b>Impact on Budget</b>	The additional room hire cost.
<b>Risks</b>	None, however should the Parish Council revert back to one meeting per month, it will not be working as efficiently as it is has been during the trial period.
<b>Background</b>	<p>The Parish Council agreed to hold Parish Council two meetings per month, on a trial basis in January-March 2019.</p> <p>The system has worked well and the Parish Council is more efficient with its decision making, particularly in relation to the consideration of planning applications.</p> <p>The main issue has been the day of the month when the second meeting is held. A number of Councillors have other commitments which impact on their attendance at the second PC meeting. Therefore, if the second meeting was alternated between the third Tuesday and third Wednesday of the month this would partially accommodate those commitments, as a compromise.</p> <p>The Clerk is unavailable on the third Monday of the month and would be unable to attend some PC meetings, if they were held on the third Thursday of the month.</p>
<b>Supporting documents; advice, reports etc should always be attached to the report and listed here</b>	None