

Pleshey Parish Council **Constitution**

1. Pleshey Parish Council is the First Tier of Local Government and a Statutory Authority whose constitution is set by government legislation. First established by the Local Government Act of 1894 the Council's powers and activities have been extended by subsequent legislation the latest of which are the Local Government Act 1972 and the Localism Act 2011.
2. Pleshey Parish Council consists of six unpaid Parish Councillors democratically elected by the registered voters who reside in the parish of Pleshey. Elections take place every 4 years in May.
3. A minimum of three councillors needs to be present to hold a meeting and form a quorum, voting is by a show of hands or a ballot if requested. A majority vote by councillors is required to pass a motion put before the council always providing that at least three councillors support the motion.
4. Parish Council meetings take place nine times each year. The time and venue of these meetings are publicly advertised and are open to members of the public to attend and observe.
5. The Chairman will ask if any member of the public wishes to raise any matter for the Parish Council to discuss and will allot time (normally 15 minutes) for the matter to be discussed. Thereafter members of the public will not participate in the Councils proceedings unless invited to do so by the Chairman. The minutes of each meeting are published by the Clerk on the noticeboard and on the website.
6. The purpose of Pleshey Parish Council is to work within its statutory powers to maintain and enhance the public amenities within the village and help the people of Pleshey improve their quality of life by working in partnership with Chelmsford City Council and Essex County Council.
7. Councillors agree to follow the Parish Council's Code of Conduct which is overseen by Chelmsford City Council.
8. The Council's financial and administrative affairs are dealt with by the Parish Clerk who is a part time employee of the Council.