

# Botus Fleming Parish Council

[www.botusfleming.org.uk](http://www.botusfleming.org.uk)



## Calendar of meetings 2021

Jan 27 2021 Wed	Feb 24 2021 Wed	Mar 24 2021 Wed	Apr 28 2021 Wed
May 17 2021 Wed	Jun 23 2021 Wed	July 28 2021 Wed	Aug 25 2021 Wed
Sep 22 2021 Wed	Oct 27 2021 Wed	Nov 24 2021 Wed	Dec 08 2021 Wed
<b>Annual Parish Meeting 28<sup>th</sup> April 2021</b> <b>LOCAL ELECTIONS 6<sup>th</sup> May 2021</b> <b>Annual Meeting of the Parish Council 17<sup>th</sup> May 2021</b>			

The Parish Council meets in public\* on the fourth Wednesday of every month. Members of the public are welcome at Parish Council meetings, and can speak, if they wish, during Public Participation. Should you be unable to attend but wish to comment on the Agenda, please email the Parish Clerk in advance and your comments will be included in the appropriate part of the discussion.

\* During Covid-19 restrictions mean that the Council must meet by virtual remote.

---

### HOW DO I KNOW WHAT IS GOING TO BE DISCUSSED?

The Agenda for the Public meetings are published on the website at least five working days beforehand so you can see what will be discussed. You can read any documents that will be discussed at the meeting by visiting the website for 'Botus Fleming Parish Council' and follow the links to Parish Council Documents.

Residents are always welcome to attend Public meetings as observers or to take part. There is no need to give notice, but if you are attending and want to comment on any of the items on the agenda or raise an issue with the Councillors, time is set aside at the start of every meeting for you to speak. You may also email any question you may have to the Parish Clerk at [clerk@botusfleming.org.uk](mailto:clerk@botusfleming.org.uk)

---

### HOW DO I KNOW WHAT HAS HAPPENED DURING A MEETING?

The Minutes of all the Public meetings are published within one week of the meeting itself. You can always find a copy on display on the Parish notice boards situated in Hatt and Botus Fleming. Copies of the full Minutes from each meeting are available on the website or from the Parish Clerk. Please also refer to the [Model Publication Scheme](#) for further information [www.botusfleming.org.uk](http://www.botusfleming.org.uk)

December 2020

*Christopher Cook* (CiLCA)

**Christopher Cook - Parish Clerk & Responsible Finance Officer**  
24 Rashleigh Avenue, Saltash, Cornwall. PL12 4NS Tel : 07523 005414

Email - [clerk@botusfleming.org.uk](mailto:clerk@botusfleming.org.uk) / [www.botusfleming.org.uk](http://www.botusfleming.org.uk)

