

## **ASTLEY VILLAGE PARISH COUNCIL**

### **GENERAL INFORMATION ABOUT A PARISH COUNCIL**

A Parish Council is a body of eligible volunteer Councillors with a Chairman and Vice Chairman. The number of Councillors is fixed by the district council (being Chorley Borough Council) - Astley Village Parish Council has 10 Councillors.

The whole Council is subject to an election every 4 years approx (last being May 2007, so the next will be May 2011).

The Parish Council obtains its funding from the local element of residents council tax which is listed separately (approx £21.33 for a band D property 2009/10).

The Council is a body and is distinct from its members (either as individuals or collectively) and its acts, assets and liabilities are its own and not those of its members.

Councillors are volunteers and as such receive no payment. They give their time freely to attend meetings. There are 10 programmed full council meetings which are held one each month, on the first Wednesday commencing at 7.30 pm.

The Parish Council depends on its members being able to make time to attend the meetings and there is a clause within the Standing Orders\* which sets a limit to the number of consecutive meetings you may miss before being replaced.

*\*(Standing Orders are the rules Astley Village Parish Council adhere to besides The National Code of Local Government Conduct)*

Other meetings, besides the full Council meetings there may be committee or sub-committee meetings. There is one annual meeting called the Annual Parish Meeting, this is not a parish council meeting but a public meeting for parishioners and must be held between 1 April and 30 June.

The business of the Council is managed by the Clerk (an employee of the Council). The Clerk is not a Councillor and does not make decisions for the Council but does advise of developments, law, requirements etc. The Clerk manages the Council business such as the financial matters, employee supervision, minutes, meeting arrangements, paperwork, agendas, noticeboards, continuous projects, council assets, emergency repairs etc.

The Parish Council is responsible for the amenities it provides such as its own seats, noticeboards, open space etc. Responsibility for other items such as footpaths, street lighting, litter bins, roads etc lies with the Borough or County Council.

The Parish Council has input into matters which effect the village such as planning applications, which are controlled by Chorley Council but which are copied to the Parish for comment/recommendation/suggestion/objection etc.

The Parish Council is non-political. It is solely involved in issues, items and developments for the village's benefit and assistance.

All decisions are decided by vote. Each Councillor has one vote with the Chairman of the Council having one vote, but also one casting vote, if needed.