

STOKE CANON PARISH COUNCIL

PARISH COUNCIL CONSTITUTION

1. The Parish Council is the body corporate which represents the first tier of Government for the Parish of Stoke Canon, Exeter
2. Originally established by the Local Government Act 1894 the Council's powers and activities have been increased by subsequent Acts and are now governed by the Local Government Act 1972 together with the Localism Act 2011.
3. Stoke Canon consists of a maximum of 8 unpaid Parish Councillors democratically elected every four years by the registered voters who reside within the Parish or within three miles of the Parish during the twelve months before the day of nomination and the day of the election.
4. A minimum of three councillors needs to be present at meetings to form a quorum. A majority vote is required to pass a motion provided the meeting is quorate.
5. Parish Council meetings are held every two months beginning in January. The time and venue of these meetings are publicly advertised in advance and are open to members of the public to observe and listen to the proceedings. On every agenda there is an item for questions from the public. The Council operates a freedom of information policy and the minutes of each meeting are made public.
6. The purpose of the Parish Council is to work within its statutory powers to maintain and enhance the public amenities within the Parish and to help the people of Stoke Canon to improve their quality of life by working in partnership with East Devon council and Devon County Council.
7. The Parish Council will exercise all of its powers and duties in accordance with the law without favour or prejudice and utilise its limited funding to achieve the greater good for the community. This funding is obtained by levying an annual Precept on the council tax paid by the residents of the Parish.
8. The Councillors agree to follow the Parish Councils Code of Conduct which is overseen by East Devon District Council.
9. The Council's financial and administrative affairs are dealt with by the Parish Clerk, who is a part time employee of the Parish Council. All expenditures require the approval of two councillors and are reported on every agenda and meeting minutes. Annual accounts are subject to an internal audit. An external audit is only required when income or expenditure exceeds £25,000.

Further details of the Constitution can be found in our Standing Orders and Financial Regulations which are reviewed annually.