

**Parish Council meetings are not a public meetings, they are meetings of the Council that are conducted in public**

The public are asked to respect that meetings are to conduct council business and interruptions during council business are not permitted.

The agenda is the official order of business and by law, the Parish Council cannot take action on items or issues that are not listed in the agenda.

#### Public Participation

We have on the agenda a Public participation session at the start of the meeting as an opportunity for members of the public to:

- (a) make representations
- (b) answer questions
- (c) give evidence relating to the business to be transacted.

Supplementary comments or questions are solely at the discretion of the Chairman.

The public participation session will not exceed fifteen minutes in total and a maximum of three minutes is permitted for each member of the public to speak. In the event of several people wishing to speak on the same issue, the respective group(s) will be requested to select one spokesperson to address the Council.

The Chairman has the right to declare that any question or statement as inappropriate and will not be accepted

Written statements from members of the public must be received by the Clerk by noon on the day of the meeting.

**Members of the public are not permitted to speak during the formal proceedings of the Council meeting.**

If a member of the public interrupts the proceedings of any meeting then the Council reserves the right to curtail the contribution of that person. If the interruptions continue, it will be deemed to be disorderly conduct and that person will be excluded from the rest of the meeting.

Offensive or threatening behaviour will not be tolerated.