

LONG PRESTON PARISH COUNCIL RULES FOR PUBLIC PARTICIPATION

1. The public session will normally be held at the beginning of the monthly Parish Council Meeting
2. The first 15 minutes of the meeting will be for public participation.
3. Each individual will be allowed three minutes to address the council; the Chair will provide a warning after one and a half minutes.
4. Public statements may be made only by Parishioners from Long Preston.
5. The chairman of council will control the public session and his decisions upon proceedings at this part of the meeting are final.
6. Good manners and respect are expected during the session.
7. The public will be able to speak about on-going issues pertinent to the parish (complaints to the council are not permitted; these should be addressed via the council's adopted complaints procedure).
8. If detailed issues/questions (including financial issues) are to be raised by the public then they must be put into writing to the Parish Council.
9. It is the Chairman's discretion whether questions raised will be answered at the meeting or dealt with after the meeting by written response to the enquirer.
10. The council cannot take a decision on any issue raised at public session unless the issue is specified on the agenda of the council meeting or the clerk has delegated powers to deal with it as urgent, ie highway repairs.

RULES AND EXPECTATIONS OF THE PUBLIC DURING THE FORMAL COUNCIL MEETING

1. In the formal council meeting there is no right for members of the public to speak without invitation of the council (not just the chairman).
2. If a member of public wishes to speak during the formal session of the meeting they must raise their hand and the chairman will come to them if and when there is an appropriate point in the proceedings. The chairman will seek a resolution from council to permit you to speak, please be patient while this necessary procedure is undertaken.
3. You will only be permitted to speak during the formal meeting if you have information for the council which may impact on its decision making in a specific issue. Complaints will not be accepted in the meeting; any complaints are to be referred to the clerk by way of the council's complaints procedure'.
4. If the public are disruptive during meetings the Chairman may ask them to leave the meeting or may close the meeting.