

Lanchester Parish Council

Public Participation Policy

Lanchester Parish Council wishes to encourage public participation during its meetings. Public participation is at the Chairperson's discretion.

Such participation must not hinder council business and must be conducted in such a way as to maximise its effectiveness.

The following rules will apply:

1. Public participation will take place at every meeting of the council – subject to the Chairperson's permission, who can also decide if and when members of the press and public are to be excluded
2. Public input will be allowed on each item of the agenda
3. Such participation will be minuted and form part of the proceedings
4. Each individual or group will be allowed 5 minutes as a whole to put forward their points
5. The Chairperson has the role of balancing these inputs and his decision is final
6. If an individual or group has a number of points they will be allowed 1 minute for each
7. A maximum of 30 minutes in each meeting will be allowed for public participation. Special arrangements will need to be made at another time by the Chairperson if this overruns
8. If a person wishes to request an issue be put on a future agenda, this will be done at the end of the current agenda
9. Public participation is not a legal necessity and would have to be abandoned if the rules are broken