

Raglan Community Council

Public to attend meetings

Adopted in May 2017

The council will encourage members of the public to attend meetings and ask a question in the time is allotted on the agenda. 15 minutes will be set aside for members of public to address the Council with any concerns. Members of the public will need to confirm the question in writing to the clerk, three working days before meeting, to place any concerns on the following agenda of council meetings for debate.

Members of the public take their authority from the procedures you adopt for the running of the meeting. Your procedures operate on the basis of statutory provision.

The community council may make standing orders for the regulation of their proceedings and business (*paragraph 42 of Schedule 12 to the Local Government Act 1972*). Clearly, adopting a procedure for public participation is a matter of local choice (*albeit in the knowledge that the provision of a participative session is a requirement for those councils seeking quality accreditation*).

The community council will allow the public to engage with them at the allotted time in meetings, subject of course to necessarily strict rules concerning speeches, 3 minute time-limits and subject-matter and all subject to the control of the Chairman in the conduct of the meeting.

These include public question-times, the making of representations on planning applications and in licensing proceedings, the receipt of evidence in overview and scrutiny committees and in many other instances. These people are, of course, invitees who are assisting the council in its processes. Members of the public are not, however, taking part in a deliberative or decision-making sense.

The council may exclude the Press and Public under the Public Bodies (Admission to Meetings) Act 1960. Access to information: Items on any agenda may be restricted to the press and public may under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

Public participation therefore needs to be properly managed and structured in a way that has a clear beginning and end.

Proposed by:

Seconded by

Signed by Chairman

2017