Eldon Parish Council
Public Participation

Welcome to Eldon Parish Council's Meeting.

There should be an agenda for this meeting with this notice so that you can follow the proceedings – if there is not one available, please ask the Parish Clerk or one of the members.

You will notice on the agenda that there is an item for Public Participation. At this point the Chair will ask if there are any ***short*** points / comments that you would like to raise. Please note that this is not a question and answer or a debating time, rather an opportunity for you to make your views known to Council members or to bring forward new ideas which you would like members to discuss.

If possible, the Chair will give an immediate answer if he or she is able to, but the council cannot take a decision as such at that time. If the item is already on the agenda, then discussion on the matter and possibly a resolution will take place at that point in the meeting. (In accordance with our Standing Orders – no decision can be taken without prior notification on an agenda.)

It is more probable that your comments will be noted and passed onto the relevant persons / authority.

If you have any minor issues i.e. street lights not working, litter problems etc. then please write a short note and leave with the Clerk and this will be dealt with immediately.

Thank you for attending the meeting.

Jenny Linsley
Parish Clerk

Eldon Parish Council

Standing Orders in respect of Public Participation

1. Public participation is limited to electors or electors qualified in the electoral area of Eldon
2. Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda.
3. The period of time which is designated for public participation in accordance with standing orders as above shall not exceed 10 minutes.
4. Subject to standing orders above, each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 5 minutes.
5. In accordance with standing orders a question asked by a member of the public during a public participation session at a meeting shall not require a response or debate.
6. In accordance with standing orders above, the Chair may direct that a response to a question posed by a member of the public be referred to a Councillor for an oral response or to an employee for a written or oral response.
7. A record of a public participation session at a meeting shall be included in the minutes of that meeting.
8. A person shall raise his hand when requesting to speak and stand when speaking (except when a person has a disability or is likely to suffer discomfort). The Chair may at any time permit an individual to be seated when speaking.
9. Any person speaking at a meeting shall address his comments to the Chair.
10. Only one person is permitted to speak at a time. If more than one person wishes to speak, the Chair shall direct the order of speaking.
11. The agenda will indicate when the public participation will take place. This will be early on in the agenda so that councillors may take into account any views expressed when reaching their decisions.
12. Public participation is only permitted regarding items already on the agenda and the matter may be addressed immediately or carried forward without discussion.
13. A maximum of fibe minutes is permitted for a member of the public to speak and only one person may speak on any agenda item excepting that two people may speak if opposing views are being expressed i.e. one for and one against a particular matter.
14. Supplementary comment or question is solely at the discretion of the chairman.
15. No question may be repeated within a 6-month period for that particular issue