

WHADDON PARISH COUNCIL

Welcome to the Public Session of Whaddon Parish Council.

The Council warmly welcomes members of the public to contribute comments and questions during the Public Session.

- Please advise The Clerk of your name prior to the meeting.
- Please comply with any/all health and safety instructions.
- Please remain seated in the public area.
- Please switch off your mobile phone.
- Please note you do not have an automatic right to speak at the meeting; it is at the discretion of the Chairman. The Chairman will guide you on when and how long you can have to speak. Please respect these instructions.
- If you speak at the meeting, your comments should relate to topic(s) on the agenda. If you wish to discuss matters that are not on the agenda the Chairman may ask you to communicate with the Council in alternative ways.
- Only one member of the public can speak at a time, and members of the public may not conduct discussions with other members of the public.
- All your comments and questions must be addressed to the Chairman and be brief, respectful, and factual. Do not name individuals or make personal comments.
- Your comments will be recorded in the minutes of the meeting and will be a matter of public record. Unless necessary for the performance of its statutory powers your name will not be recorded.
- The provision of responses to any comments or questions will be at the discretion of the Chairman, who may elect to provide you with a response after the meeting.
- At the end of the Public Session you are welcome to remain in the public area for the formal meeting, but not to speak.
- Please note public discussion of some matters (e.g., co-options of new councillors, staffing, contracts and tenders, disputes, legal matters etc.) may be considered prejudicial to the public interest and you will be asked to leave the meeting in this instance.
- The Chairman and/or any Councillor(s) may move a motion requiring anyone disrupting the meeting to leave, and if necessary, suspend or close the meeting if disorderly conduct persists.
- Please note the meeting may be recorded.

Thank you for your interest and participation.

Councillors and Clerk - WPC