

ECCLESFIELD PARISH COUNCIL

Guidelines to help you participate effectively when attending council meetings

Welcome to Ecclesfield Parish Council. As part of the summons to attend meetings here at Ecclesfield Parish Council we would like to inform you that we hold a public participation session at the start of the meeting where 15 minutes are allocated in total.

In this session we receive questions and petitions from members of the public under the direction of the chairman and in accordance with the Council's Standing Orders.

In order to participate effectively we would kindly ask that you respect the code of conduct for members of the public.

Code of conduct

You may

- Speak for up to 5 minutes
- Speak on Parish matters

You must

- Treat persons with dignity and respect
- Register yourself and your subject matter and agree to abide by this code before the commencement of the meeting

You must not

- Speak when the Chairperson speaks
- Make derogatory or defamatory remarks

The Chairperson has absolute discretion over this Public Participation Scheme and its temporary suspension, variance or withdrawal at a particular meeting.

Disturbances at meetings

Anyone (whether a member of the Council or of the public) who disturbs the proceedings of council may be required by resolution to withdraw. If you fail to observe the Code of Conduct the Chairperson will request that you desist from causing a disturbance. If a Chairperson's request is ignored a resolution will automatically be made and without comment.

We appreciate your participation in respecting this code.

Ecclesfield Parish Council