

WHIXLEY PARISH COUNCIL



Proper Officer to the Council - Joy Richardson
2 Station Court
Tollerton
YORK
YO61 1RH
Tel: 07929 372352
Email: whixleyparishcouncil@outlook.com

PUBLIC PARTICIPATION AT PARISH COUNCIL MEETINGS

Members of the public have a legal right to attend meetings of a parish council and its committees, except where they are excluded (by a resolution of the meeting) for specific items which need to be discussed in confidence, for example, staffing matters or tenders for contracts.

The public have no legal right to speak at meetings of the council or its committees.

However, as part of its community engagement Whixley Parish Council have set aside time for public participation at meetings. This item is early on the agenda and referred to as the Public Open Forum and comments are restricted to items included within the agenda.

Members of the public who would like the Parish Council to consider other matters should contact the Proper Officer/Clerk.

It is undesirable to allow members of the public to speak throughout the meeting as this runs the risk of confusing the roles of councillors, who participate in the meeting, and members of the public who observe it.

If there is a possibility that a large number of people will wish to speak, the chairman could encourage people not to repeat comments made by earlier speakers, or even ask for a single representative to be appointed.

It is up to the council when to allow public participation.

There is no need to minute the names of members of the public who speak. Libellous, offensive and discriminatory comments should not be minuted as the council is liable for what is in its minutes even if someone else said it. Neither councillors nor the clerk should feel under pressure to respond immediately to comments made during public participation. The Parish Council may refer such comments to be addressed by the clerk either in writing or via a meeting; also, at the discretion of the Council, such comments may form the basis for an item at a future meeting.

Whixley Parish Council will want to respond to public concern in some way.

The public have a legal right to attend council and committee meetings but they don't have a right to disrupt them. Anyone (whether a member of the council or of the public) who disturbs the proceedings may be required by resolution to withdraw.

(For more information on the guidelines and laws applicable to Parish Councils please refer to the Local Government Act 1972)