



ATTENDING MEETINGS OF SUTTON PARISH COUNCIL - A GUIDE TO PARTICIPATION

Attending a Meeting

Members of the public are more than welcome to attend the whole or part of any meeting of the Parish Council. However, should a matter of a confidential nature be included on the agenda of any meeting then members of the public will be asked to leave the meeting whilst that item is being discussed.

When are meetings held?

Parish Council ordinary meetings are normally held at 7.30pm on the fourth Tuesday in each month, in The Pavilion, Sutton.

Can I speak at meetings?

At all meetings of the Parish Council, a public participation (open forum) session is clearly identified on the agenda and takes place at the beginning of the meeting.

The chairman will adjourn the meeting for 10 minutes and invite public present to address the meeting if they wish to speak on any item on the agenda for that meeting.

If you wish to speak to the council regarding a matter not on the agenda or a matter of concern, please contact the Parish Clerk who will give you advice as to how to about this.

What happens after I have spoken?

Once the public participation session is finished, you may not participate further in any of the deliberations of the Council at that meeting. However you will be more than welcome to stay and listen to the debate that ensues.

May I speak in support of my own planning application?

In the open forum you may speak in support of or in objection to any application on the agenda at the meeting and your comments will be considered.

What is the Parish Council's role in planning?

The role of the Parish Council in planning is to consider the application and make a recommendation to the East Cambs District Council.

Agenda and Minutes

All agendas and minutes of Parish Council Meetings are posted on the notice boards giving the required three clear days notice. They are also available via the Parish Council's website – www.sutton-pc.co.uk

Jan 2016