

Disserth & Trecoed Community Council

Public Speaking – Full Council Meetings

Members of the public have the right to speak at Full Council Meetings on any matter identified for discussion on the Agenda.

This protocol sets out the provisions of the Council's scheme of participation at meetings and answers some of the questions that you might have about the procedure and what to expect at the Meeting itself. The Council welcomes contributions from members of the public and hopes that this procedure will facilitate input from the public, consistent with maintaining the orderly conduct of business.

If I want to speak, how do I arrange it?

Members of the public will be allowed at each Full Meeting of the Council to make representations on any item contained on the agenda. A request for participation in the public session should be submitted, if possible in writing, indicating the specific agenda item upon you wish to address the Council to the Clerk by 12 noon on the day before the meeting.

When will I be able to speak?

You will be asked to speak once the particular agenda is introduced by the Chair, you will be permitted to make representation for up to 3 minutes. 4 members of the public will be permitted to make a representations of up to 3 minutes each during any meeting.

To whom do I address my representation?

Each representation must be directed through the Chair.

What is the order of speaking on each item at the Meeting?

The Chair of the Meeting will introduce the individual and invite representations in the following order:

- The individual will be asked to identify the item they wish to address the Council on;
- Members of the Council with a personal or prejudicial interest should act accordingly;
- The individual will be asked to address the meeting.

For how long will I be able to speak?

Each address will be limited to 3 minutes, subject to the discretion of the Chair. There will be a maximum of 4 representations per meeting.

How will I participate

Individuals may address the Full Council, however members will not be permitted to ask questions or make any response.

If I cannot attend the Meeting in person, can I still make a representation to the Council?

Where a written representation is submitted and the author is not present at the Meeting, the Clerk will be asked to read the relevant communication.

NB - Laws of slander are very strict. If you say something, in public, about a person which is untrue, even if you believe it to be true, you may be at risk of legal action. You should think carefully about any criticisms you make about people in public speaking.

Contact – disserthcc@gmail.com

Telephone: 01597 824479