

WANTAGE TOWN COUNCIL

STATEMENTS AND QUESTIONS FROM THE PUBLIC

RULES AND PROCEDURES

The Town Council has introduced an agenda item at the beginning of each Council and Committee meeting that gives the opportunity for members of the public to raise questions or make statements on issues concerning the town. This is subject to a number of rules and procedures:

1. Notice of a wish to make a statement or raise a question, together with the subject matter, should be submitted to the Town Clerk by midday on the working day prior to a meeting ie for a Monday meeting by midday on the Friday before. This should be in writing to the Town Council office or by email to wantageclerk@gmail.com.
2. All statements and questions must be of direct relevance to Wantage and relate to the business on the meeting's agenda.
3. Only fifteen minutes will be allocated in total to the 'statements and questions' agenda item. No-one is allowed to speak for more than three minutes.
4. The Chairman of the meeting will decide in which order statements or questions will be taken.
5. Statements and questions must be addressed to the Chairman of the meeting. Direct discussion and debate with individual councillors will not be permitted.
6. The Chairman may refuse or stop any statement or question that is irrelevant, offensive, repetitive or objectionable.
7. Statements and questions may be dealt with at the meeting at which raised, or referred to a future meeting or to a Committee.
8. The Chairman's decision will be final on all matters.
9. Answers and responses will normally be dealt with in the form of a written reply following the next Council meeting after which the matter has been considered, unless suitably dealt with at the meeting at which raised.

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