

Abbots Langley Parish Council
Public Speaking Arrangements



Members of the public wishing to address the Parish Council, a Committee or Sub-Committee on Part I reports and items contained within the agenda for the meeting shall be given the opportunity to do so subject to:

- a. The opportunity being extended to one person speaking in support of each agenda item and one person speaking against each agenda item, when called to do so by the Chairman.
- b. Each person addressing the meeting being limited to three minutes' speech.
- c. The Chairman of the meeting extending the right to speak to more than one person, if in his opinion there are a variety of views, whilst ensuring that equal time is given to the opposing viewpoint. In this situation, the Chairman will consider reducing the amount of time for which each individual is allowed to speak.
- d. The Chairman of the meeting having discretion to rule that a person wishing to address the meeting shall not be heard if, in his opinion, that issue or the organisation or the person wishing to make representation on that issue has previously received an adequate hearing.
- e. Each person wishing to address the Council must "sign in", prior to the start of the meeting. Speakers will be asked to provide name, address and details of any organisation that they are representing. The names of speakers and if they represent an organisation, will be recorded in the meeting minutes, which is a statutory document.
- f. The Clerk to the Council, or the nominated meeting Clerk, can provide guidance on public speaking in advance of the meeting.

These arrangements were agreed by the Parish Council at its meeting on 14th September 2009 (min.222.) and are subject to change in the future.