



PUBLIC PARTICIPATION AT MEETINGS

Do you have an interest in or a point to make about issues in Purley on Thames? If so, then you might be interested in attending Purley on Thames Parish Council meetings.

How do I make my views known?

Public Question Time allows you the opportunity to make a statement or ask questions during a 20 minute period at the commencement of the formal business of the meeting.

Where are the meetings held?

Meetings are held in the Parish Office next to the tennis courts in Goosecroft Recreation Ground off Beech Road in Purley on Thames. Planning Committees start at 6.00pm and all other meetings start at 7.30pm. The days and times are published on the Parish Council's website or on the notice boards outside the Post Office and the Parish Office.

Which committees can I attend?

You can attend the Council meetings and all main committee meetings i.e.

- Council
- Barn Management
- Highways & Footpaths
- Planning
- Recreation

Can anyone speak?

Yes, the Chairman will allow you to speak during Public Question Time, which is a time set aside on the Agenda for members of the public to ask questions or raise issues with the council. The Parish Council may not respond immediately to your questions but the Chairman will let you know when you may expect a response. It may be that your issue will be discussed at another meeting.

Although members of the public have a right to attend meetings, they have no legal right to speak at meetings of the council or its committees.

What happens when I get to the Parish Office?

A councillor will meet and greet you and ask you why you have come and if you wish to speak. Chairs are set out at the back of the meetings room for the public. You can only speak when you are invited to, as council meetings are very formal and follow a set procedure. The Chairman of the meeting will call the meeting to order for formal business but will let you know when you can speak.

Formal meetings can be intimidating.....

Yes, they can be because councillors have to follow rules of conduct and have a duty to give proper consideration to all matters that affect the parish which means that sometimes they can appear very serious and standoffish. However, just remember that they are residents just like you and want the very best for their village. They will try to make the experience as welcoming as possible for you as they know how difficult it is to speak in front of a large group of people.

What happens when I have spoken?

When you have asked your question you have to remain quiet unless you are asked to speak again. You are not allowed to interrupt a meeting unless the Chairman allows you to speak. This is partly because of the rules about how a meeting has to be conducted but practically it is because at council meetings there is usually a lot of business to get through and councils haven't the time to keeping stopping otherwise they might not finish before midnight!

What other ways are there to let the council know about my views or concerns?

Come and discuss matters with Councillors in a more informal manner at a Monday evening "surgery" between 5:30pm and 6:30pm or by contacting The Clerk to make an appointment to discuss matters with a Councillor. Please remember that all Parish Councillors are unpaid volunteers and often have day jobs so their ability to meet you during working hours may be restricted.

Petition – The Council currently doesn't have an e-petition facility but a paper petition can be submitted to the Clerk. It must include:

- **A clear and concise statement covering the subject of the statement**
- **A statement about what action the petitioners would wish the Parish Council to take**
- **The name , address and signature of any person supporting the petition**
- **The name, address and signature of the petition organiser as he/she will be the main point of contact for the Parish Council.**