



## Wacton Parish Council Meeting Information for Council Meetings

This sheet is to provide information to Parishioners and other visitors to Wacton Parish Council Meetings

All Meetings start at 6.00 pm at Wacton Village Hall

There are 2 parts in the meeting called Public Participation, one at the start of 10 minutes for Parishioners to bring up items for consideration by councillors or to be made agenda items for the next meeting.

The second part is also 10 minutes at the end of the meeting when only items discussed at the current meeting can be discussed and noted in the minutes.

Under the Public Bodies Admission to Meetings Act 1960 parishioners/Visitors to the meetings are only permitted to speak at these times and only through the chairman at all times. More details are in the link below.

### **Public Bodies (Admission to Meetings) Act 1960**

**As an equal opportunities employer and due to recent incidents, The Parish Council will not allow any member of the council or clerk to be subjected to any form of bullying or abuse and will be asked to leave the meeting straight away and will be banned form attending any further meetings**

We ask that everyone adheres to these directions detailed and undertakes to be respectful at all times.

If a Parishioner would like and item on the agenda at anytime please email the clerk on [wactonparish@yahoo.com](mailto:wactonparish@yahoo.com) 7 days before the meeting is due to be held to with all the information you request so the clerk can ensure it is placed on the agenda for the meeting

