South Willesborough and Newtown Community Council

**A report of the Clerk on the review of Policy for Public Participation**

**Recommendations**

1. **Members review the policies to ensure they are coherent and agree with the terms set in them.**
2. **Under Public Participation Policy Members consider adding a clause to advise that the policy will be displayed for Public review at each meeting open to the Public.**

Members will find attached copies of the Policy for Public Participation.

**Policy for Public Participation**

The Public Participation is clear and well thought out, it gives a clear guideline for both Members of the Public and Members of the Council. However, due to the Council being newly formed and then the pause in Public Meetings being Face to Face it may be worth Members considering communicating the terms of the Public Participation for all present particularly members of the Public which is now increasing.

A copy of the policy could be clearly displayed within the Public Area and links to the Public Participation added to the Agenda publication. An example of this would be the Ashford Borough Council Planning Committee which offers a reference link on its Agendas to participation from the Public and the terms of it. This may also help steer the management of Members of the Public and Chairing of Public Meetings – particularly as the Council has not yet had a face to face allotment meeting and tenants are likely to want to attend and contribute going forward.

It is recommended therefore to make a public copy of the policy for public participation for display at all meetings open to members of the Public and to highlight this at the next Council meeting when reporting on the Minutes of the September FGP meeting to Members.

Sarah Evans

Clerk Jobshare

15/09/2021