

Guidance on Public Participation at Kendal Town Council Meetings

The press and public are warmly invited to attend any meetings of the Council and its Committees and sub-Committees. On rare occasions, it may be necessary to ask members of the press and public to withdraw temporarily while confidential matters are discussed. If this happens, the Chair will explain which clause in Standing Orders is being invoked to explain the exclusion.

Members of the public wishing to address the full Council are requested to notify the Clerk in advance of the meeting. Public participation shall be for 3 minutes per participant with a limit of 15 minutes for all contributions. There will be no questions and answers or debate.

The Council has no formal arrangements for public participation at Committee or sub-Committee meetings. However, members of the public wishing to address such a meeting are asked to discuss their request with the Chair or the Clerk in advance of the meeting. The Chair may then add public participation to the agenda of the meeting at their discretion. The same constraints will be applied as at a full Council meeting.