

Public Open Forum – procedure

The procedure below is taken from the Town Council’s Standing Orders:

“Members of the public are welcome to attend meetings of the Town Council. Each ordinary meeting will include a 15 minute Public Open Forum. This will be held within the meeting after the item on Declaration of Interests. Within a total period of 15 minutes, Members of the Public can raise any issue relating to Middlewich. The item will not be discussed but Councillors may ask questions of or seek clarification from the questioner or the Town Clerk. All items raised are at the discretion of the Mayor or person presiding at the meeting.

If a member of the public wishes to, they can raise a question in advance of the meeting; this must be submitted to the Clerk and Assistant Clerk in writing in the form of a question by 10.00am on the Monday of the week prior to the next Town Council meeting ie 7 days prior to the meeting. This will enable the Council to discuss and make a decision on the item, if appropriate.

For all items raised by Members of the Public, the Council may decide to provide a written answer.”

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