

## Haverhill Area Working Party 21 November 2013

### Public Speaking at the Haverhill Area Working Party Meeting: 21 November 2013 only

#### 1. Haverhill Area Working Party: 21 November 2013

Whilst Haverhill Area Working Party (HAWP) meetings are usually held in public, there are no public speaking rights.

At her discretion, the Chairman of the HAWP has agreed to allow public speaking on Report E171, *Options for the Cancellation of the Article 4 Direction in Haverhill*, due to be considered by the Working Party on 21 November 2013, in accordance with the strict procedure provided below.

#### 2. When and where is the meeting being held?

The above HAWP meeting will be held from 4.15 pm in the Seminar Room, Castle Manor Business and Enterprise Facility, Castle Manor Academy, Eastern Avenue, Haverhill, CB9 9JE.

#### 3. Speaking at the meeting

There will be a maximum of 30 minutes allowed for public speaking, regardless of the number of speakers. At her discretion, the Chairman of HAWP will agree the amount of time allocated to each speaker dependent on the number of speakers who have registered (see below).

#### 4. How do I arrange to speak at the meeting?

**By 10am** on the day of the meeting, you can register your intention to speak by:

- Telephone: 01284 757105, 01284 757176 or 01284 757120; or
- Email: [democratic.services@stedsbcc.gov.uk](mailto:democratic.services@stedsbcc.gov.uk).

You will be asked to provide your name and a contact telephone number.

#### 5. What can I say at the meeting?

Please try to be brief and to the point. You should make sure you limit your comments to the content of the report and relevant issues which the Working

Party can take into account before it makes its decision in the form of a recommendation to Cabinet.

## **6. When will it be my turn to speak?**

When Report E171 has been reached on the agenda, a Borough Council officer will present it to the Working Party. The Chairman will then ask the people who wish to speak to give their presentations one at a time in the order stated in (3) above. There will be no further opportunity to speak.

## **7. Committee Papers**

The agenda and papers for this meeting are available on the Borough Council's website at [www.stedmundsbury.gov.uk](http://www.stedmundsbury.gov.uk) and by following the Council and Democracy and Your Council links from the home page, or click on the following direct link to the relevant pages:

[http://www.stedmundsbury.gov.uk/council\\_and\\_democracy/your\\_council/cabinetandcommittees/meetingdocuments.cfm?committee=108&themeeting=1941](http://www.stedmundsbury.gov.uk/council_and_democracy/your_council/cabinetandcommittees/meetingdocuments.cfm?committee=108&themeeting=1941)

## **8. Queries**

If you have any queries about this procedure, please contact a member of the Democratic Services Team on one of the telephone numbers listed in (4) above.

For queries about the content of Report E171 itself, please contact Christine Leveson, Principal Conservation Officer, telephone 01284 757356, or email [christine.leveson@westsuffolk.gov.uk](mailto:christine.leveson@westsuffolk.gov.uk)