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## **Barningham Parish Council commitment and expectations at meetings**

We treat everyone with courtesy and respect and ask for the same in return.

In accordance with our standing orders members of the public may make representations, answer questions and give evidence at a meeting in respect of the business on the agenda, during the session allocated for this on the agenda. It is requested that this session does not exceed 16 minutes in total and that any member of the public shall not speak for more than four minutes. We ask that only one person speaks at a time and that any comments are directed to the chairman of the meeting. A question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given outside of the meeting if that is the most appropriate course of action.

Bullying, verbal or physical abuse will not be tolerated and we expect everyone to be kind and courteous

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