

STAVERTON PARISH COUNCIL

Policy 003

Public Submission of Items for Inclusion on an Agenda

It shall be the policy of the above Council that:

Members of the public may submit items to be considered for inclusion on the agenda of the next Ordinary Parish Council Meeting. Items should be submitted to the Clerk at least seven days prior to a meeting and should normally be relevant to the Parish of Staverton. Items listed will appear in the order in which they are accepted by the Clerk. The Clerk reserves the right to defer items to a subsequent meeting should volume indicate.

Note: The Parish Council cannot revisit a resolved item within 12 months of its disposal except by special resolution of the Council (see Standing Orders).

Policy reviewed: 2nd June 2026