

## **Dates of the Cabinet in 2011/12**

2 June 2011  
7 July 2011  
4 August 2011  
1 September 2011  
6 October 2011  
3 November 2011  
1 December 2011  
5 January 2012  
2 February 2012  
1 March 2012  
5 April 2012

## **Dates of the Overview and Scrutiny Committee in 2011/12**

21 June 2011  
19 July 2011  
16 August 2011  
20 September 2011  
19 October 2011  
18 November 2011  
15 December 2011  
13 January 2012  
17 February 2012  
21 February 2012  
20 March 2012  
17 April 2012

**All meetings start at 7.00pm**

Other leaflets with information on public participation at the Planning Committee and Full Council are available in reception.



## **Public Participation at Cabinet and the Overview and Scrutiny Committee**

**The public  
participation scheme  
allows you to voice  
opinions and  
objections at these  
meetings**

**May 2011**

**(Copies in LARGE PRINT and Braille  
are also available)**

### **At which meetings may I speak?**

You may speak at scheduled meetings – time permitting of course.

### **Who may speak?**

Anyone (excluding Councillors) who normally lives or works in the District, provided they are present at the meeting when the Chairman of the meeting calls their name.

### **How much time will speakers be allowed?**

A total of four minutes will be allocated to public participation on each agenda item with individuals limited to two minutes each. For the sake of fairness there must be time to hear from those “in favour” and “those against”.

Time is limited so we encourage the appointment of spokespersons to represent groups of people who wish to make similar points.

### **Can I speak on any matter?**

No. Speakers will be allowed to speak only on matters that appear on the Cabinet’s/Committee’s Agenda.

Comments on applications for grant aid and applications for any licence are not permitted.

### **What do I do if I decide I want to speak?**

If you would like to address the **Cabinet** or the **Overview and Scrutiny Committee** then please contact our Committee Services Section at least 2 clear working days prior to the meeting i.e. if the meeting is on a Thursday questions must be received by 5pm of the preceding Monday.

Please note you may only make statements at Cabinet, questions should be directed to Full Council. (Questions or statements can be put to the Overview and Scrutiny Committee).

### **What happens at the meeting?**

At the appropriate time the Chairman will invite each person to make his or her comment.

### **How to Apply:**

Applications should be made in writing and provide the following information:

Name, Contact Number, brief outline of your statement/question

Please send or e-mail your statement/question to:

Committee Services  
Hart District Council  
Harlington Way  
Fleet  
Hants GU51 4AE

Fax: 01252 774409

Email: [committeeservices@hart.gov.uk](mailto:committeeservices@hart.gov.uk)

If you have any queries then please contact Committee Services on Tel: 01252 622122