

BRAMDEAN & HINTON AMPNER PARISH COUNCIL POLICY FOR ACCEPTANCE OF PETITIONS

How the Council will accept a petition

Petitions submitted to the Council must include:

- A clear and concise statement covering the subject of the petition. It should state what action the petitioners wish the Council to take.
- The name and address and signature of any person supporting the petition.
- The Council will take into account identifiable signatures of people who provide valid addresses, where they live, work or study in the area and may take into account other signatures. The Council will consider signatures from 5% of the electorate to constitute a valid petition.
- Petitions should be accompanied by contact details, including an address, for the petition organiser. This is the person we will contact to explain how we will respond to the petition. If the petition does not identify a petition organiser, the Council will contact signatories to the petition to agree who should act as the petition organiser.
- Petitions which are considered to be vexatious, abusive or otherwise inappropriate will not be accepted.

What will the Council do when it receives any petition?

An acknowledgement will be sent to the petition organiser within 10 working days of receiving the petition. It will let them know what we plan to do with the petition and when they can expect to hear from us again.

The petition will be placed on the Full Council meeting agenda, and the petition organiser will be advised of this. Details of the petition will be reported in the minutes.

Full Council meeting procedure

The petition organiser will be given five minutes to present the petition at the meeting and the petition will then be discussed by Councillors for a maximum of 15 minutes. The Council will decide how to respond to the petition at this meeting. They may decide to take the action the petition requests, not to take the action requested for reasons put forward in the debate, or to commission further investigation into the matter, for example by a relevant committee.

The petition organiser will receive written confirmation of this decision.

If your petition is about something over which the Council has no direct control we will consider making representations on behalf of the community to the relevant body.

Adopted: July 2020