

WARRINGTON BOROUGH COUNCIL

Public questions at Council

At each ordinary meeting, with the exception of the Budget Meeting, the public are able to ask a question at meetings of the Council.

A maximum of three questions can be asked per meeting. Only one question may be submitted per organisation or person per meeting.

Five minutes will be allocated per question to cover the asking of the question and the response.

The time for dealing with public questions will be capped at 15 minutes.

Where there are more than three public questions received the Mayor may decide that those not dealt with receive a written response or be dealt with at the next meeting.

Questions will be deemed invalid by the Head of Legal and Democratic Services if:

- It does not relate to a matter for which the Council has powers, duties or responsibilities;
- It does not affect the Borough;
- In his or her opinion is defamatory, frivolous or likely to give offence;
- Is substantially the same as a question which has been out or responded to under this procedure in the previous six months;
- It cannot be responded to without disclosing confidential or exempt information.

In line with The Openness of Local Government Bodies Regulations 2014 meetings of the Council may be recorded. Members of the public asking questions may be included within such a recording. A guide to recording meetings has been produced by the Council and can be found at https://www.warrington.gov.uk/info/201104/council_committees_and_meetings/1003/access_to_council_meetings

Deadlines for receipt of Public Questions

Date of Meeting	Deadline
21 June 2021	12 noon Monday 14 June 2021
20 September 2021	12 noon Monday 13 September 2021
01 November 2021	12 noon Monday 25 October 2021
06 December 2021	12 noon Monday 29 November 2021
28 February 2022	(Budget Meeting – no public questions)
04 April 2022	12 noon Monday 28 March 2022

How to send your Public Question to the Council

Please send your question with details of which meeting you want it to be dealt with at via post at:

Democratic and Member Services
Warrington Borough Council
Town Hall
West Annex
WARRINGTON
WA1 1UH

Or via email to the following mailbox
democraticandmemberservices@warrington.gov.uk

Should you need to contact the team please telephone 01925 442161.