



Standing Orders for Meetings of Parish Electors

These Standing Orders for the regulation of proceedings and business at meetings of parish electors are made by Desborough Town Council in accordance with Section 20 of Part III of Schedule 12 of the Local Government Act 1972.

1. The arrangements for meetings of parish electors shall comply with the law (Part III of Schedule 12 of the Local Government Act 1972). The only business to be discussed at meetings of parish electors shall be matters of which notice has been given in the signed Notice of the Meeting.
2. The Chairman of the Town Council shall preside at meetings of parish electors. In the absence of the Chairman of the Town Council, the Vice-Chairman of the Town Council shall preside. In the absence of both the Chairman and Vice-Chairman of the Town Council, the meeting shall appoint a Chairman before proceeding to any business (Section 17).
3. Each local government elector for the parish may give one vote and no more on any question. Any person in attendance at meetings of parish electors who is not a local government elector for the parish may not speak or vote (Section 18).
4. A question to be decided by a meeting of parish electors shall, in the first instance, be decided by the majority of those eligible to vote who are present at the meeting, and voting thereon, and the decision of the chairman of the meeting as to the result of the voting shall be final unless a poll is demanded (Section 18).
5. In the case of an equality of votes on any matter, the chairman of the meeting shall have a casting vote, in addition to any other vote he may have (Section 18).
6. If the person presiding is not an elector in the parish they shall not be entitled to give any vote at the meeting other than any casting vote which they may have by virtue of the paragraph above (Section 18).
7. Minutes of the proceedings of an assembly of Parish Electors shall be drawn up and shall be signed at the same or the next following assembly of the Parish Electors by the chairman of the meeting, and any minute purporting to be so signed shall be received in evidence without further proof (Section 19).
8. Contributions or speeches shall relate only to the matter under discussion and shall not exceed five minutes without the consent of the chairman of the meeting (DTC-SO1).
9. Unless permitted by the chairman of the meeting, a person may speak only once in the debate on a matter (DTC-SO1).
10. Voting on a question shall be by a show of hands of those entitled to vote. At the direction of the Chairman, voting cards or other method of identifying registered electors may be used (DTC-SO3).
11. No person shall obstruct the transaction of business at a meeting, or behave offensively or improperly. If this Standing Order is ignored, the chairman of the meeting shall request such person(s) to moderate or improve their conduct, may move that the person be no longer heard, or be excluded from the meeting. The motion, if seconded, shall be put to the vote without discussion. If a resolution made under this Standing Order is ignored, the chairman of the meeting may take further reasonable steps to restore order or to progress the meeting. This may include temporarily suspending or closing the meeting (DTC-SO2).
12. The decision of the chairman of the meeting as to the application of Standing Orders at the meeting shall be final (DTC-SO26).