

Malvern Hills Trust
Special Board Meeting 19 March 2019
Questions from the public and arrangements for the Board to hear their views

Written questions from the public will be dealt with under agenda item 4 in accordance with normal practice and should reach the Trust offices by **12.00 noon on Friday 15 March 2019**. A maximum of 30 minutes will be allocated to this agenda item. The Chair has indicated that the exercise of his discretion to allow supplementary questions in accordance with the standing order 12.4 will depend on the total number of written questions received but that priority will be given to answering written questions.

Given the expected level of public interest, and in accordance with the Chair's announcement at the Board meeting in November 2018, the arrangements for members of the public to speak at the Board meeting are being notified in advance and are as follows:

- The meeting will be suspended after agenda item 4 to hear views of members of the public. In order to allow the Board sufficient time to complete the business to be transacted at the meeting, the opportunity for the applicant and members of the public to express their views will be limited to those who have requested and been allocated timed slots as follows:
 - The applicant – 5 minutes
 - A spokesperson representing one group with common interests and opinions – 5 minutes
 - 5 slots for individual members of the public – 3 minutes each
- A request to make a statement by a spokesperson for a group with common interests and opinions should be in writing by letter or email addressed to the Secretary to the Board and received not later than **12.00 noon on Thursday 14 March 2019** giving the name of the spokesperson and details of the group they represent. If more than one such request is received, preference will be given to a group which has identified itself to the Trust prior to today's date as representing local residents immediately affected by the application.
- Requests by individual members of the public to make a statement to the Board should be in writing by letter or email addressed to the Secretary to the Board and received not later than **12.00 noon on Thursday 14th March 2019**. If more than 5 such requests are received, slots will be allocated by ballot drawn by the Clerk to Malvern Town Council. Those persons successful in the ballot will be notified by 5.00pm on Friday 15 March 2018. The Trust will not notify those whose requests have been unsuccessful.
- When addressing the Board under these arrangements, the applicant and members of the public may do so by way of a spoken statement only. No questions will be taken outside agenda item 4.
- These arrangements are subject to the Chair's discretion and may be subject to alteration depending on the number of requests received and/or the conduct of the meeting.

Secretary to the Board
1 March 2019