



## Moulton Parish Council

<https://moultonpc.org.uk>

# Petitions Policy

## Introduction

Moulton Parish Council welcomes petitions and recognises that they are crucial tool for parishioners to communicate their concerns. A petition is not a complaint to Moulton Parish Council and there are separate procedures for the handling of complaints with the council, with councillors or council staff.

## Valid Petition

All petitions must meet the following criteria to be considered valid:

- Be on one or more sheets of A4 single-sided paper, using our Petition Form (one page one, and multiple completed copies of page two)
- Be clear, unambiguous, specific and factually correct.
- The question must be clear, unambiguous and specific.
- All signatories must be on the electoral roll and reside within the parish of Moulton.
- The petition must be signed by 2% of the electors of the village before being presented.
- The petition must not be defamatory, improper, vexatious, abusive, otherwise inappropriate or relate to a matter of a personal nature.
- The petition must not be the same or substantially similar to one that has already been submitted to Moulton Parish Council within the previous six months, or been subject to a referendum or parish poll.
- The petition must relate to a function of the council.

## Presentation of Petitions

The organiser of the petition must notify the clerk in writing at least five working days before a parish council meeting that they intend to bring a completed petition to the parish council meeting. The Clerk must accommodate up to fifteen minutes on the agenda for the discussion of the petition, and circulate the notification to all councillors.

During the meeting, the petition organiser will be permitted to speak for five minutes to present their petition and their arguments. After which, the parish councillors will debate on the subject of the petition for up to ten minutes.

The councillors then vote on a motion, which may be amended, to accept the petitioners demands or reject them.

# **Outcomes**

## **Accepted**

The parish council accept the petition and agree to action the request in accordance with the petitioners' request.

## **Deferred**

The parish council opt to delay making a decision in the parish council meeting and defer a decision for one month. This can be required if the points raised by the petitioners require additional investigation.

## **Rejected**

The parish council rejects the petition, because it is invalid or the council takes a collective view contrary to the petitioners' request.

## **Notification**

The Clerk must publish all completed petitions received by Moulton Parish Council, and will notify the organiser of the decision within five working days