## **Parish Council Meetings**

The Parish Council is comprised of nine members who represent the parish on various matters. The Parish Council is the third tier of local government after Norfolk County Council and Breckland Council.

We usually meet on the second Tuesday of every month except August. We discuss a variety of issues which affect the community.

Carbrooke Parish Council welcomes members of the public to all its meetings. You are welcome to let the Council know of anything in the parish which is of concern so that action can be considered on your behalf.

You can either contact the Parish Clerk with your concerns, or attend one of our meetings.

The Agenda for all Council meetings is posted on the parish website and the parish noticeboards at least 3 working days in advance of the meeting.

Occasionally, if business requires, the Parish Council will hold an additional meeting. Notice of this meeting, together with an Agenda, will be published at least 3 working days prior to the date of the meeting.

Meetings are usually held in the Community Hub and Carbrooke Village Hall. Please always consult the Agenda for the meeting in advance and see the list of meeting dates on our website.

The Agenda can be found on the website or the parish noticeboards. You can always obtain a copy from the Parish Clerk.

If you wish to raise a point for discussion on the Agenda, you are welcome to do so. Please submit full details to the Parish Clerk at least seven working days in advance of the next meeting.

If you wish to raise a point at a Council meeting, please bear in mind that the Council's discussion of the point may have to be delayed until a subsequent meeting, as the Council is unable to make a decision, binding in law, unless a specific item is included on the Agenda.

All Council meetings start at 7pm unless otherwise stated on the Agenda.

## **How to contact your Council**

Please contact the Clerk in the first instance:

Nick Hartley
Oakleigh House,
Shipdham Lane,
Scarning,
NR19 2LB.
01362 687492
carbrookeparishclerk@gmail.com