

Suggested Protocol for Surrey Hills AONB Board meetings

1. Public questions can be asked at the meeting, and written questions can be submitted up to 4 working days before the meeting.
2. Questions can be submitted by email and by post, as well as through the Surrey Hills AONB Board website contact form.
3. Questions are limited to three minutes for each question with a maximum time of 20 minutes for all public questions at a meeting.
4. The public will be allowed one question per person per meeting.
5. Supplementary questions can be asked at the meeting, after the initial question has been answered, for clarity, at the discretion of the Chair.
6. All written questions will receive a written answer by email or post or in the minutes.
7. The draft minutes of meetings will be posted promptly on the AONB Board website, within 1 week or at most 2 weeks.
8. The rules regarding public attendance, public questions and the minutes of the meeting will be set out on the AONB website, and it is made clear in the agenda papers that the public can attend and ask questions with 4 days notice.
9. Petitions are accepted, which could be posted on the Surrey County Council website if SCC agrees.