

Chairman's announcement when there is a protracted pause/adjournment for Officer/Chairman discussions

PAUSE

'For the benefit of the public, and particularly those watching online, Officers will now confer with one another to ensure that the advice they give to the Committee in response to the question(s)/matter(s) raised by Councillor(s).....is accurate. This will lead to a short pause in proceedings so please bear with us.'

(ONLY IF AN ADJOURNMENT THEN BECOMES NECESSARY: 'This matter has proved rather complex so we will now adjourn the meeting for a short period of time to allow more detailed discussions to take place between Officers (and myself).')

ADJOURNMENT

'For the benefit of the public, and particularly those watching online, there will now be a short adjournment of the meeting to enable Officers to confer with one another to ensure that the advice they give to the Committee in response to the question(s)/matter(s) raised by Councillor(s).....is accurate. Proceedings will re-start in due course.'

(ONCE THE MEETING HAS RECONVENED)

'Can you ([REDACTED] / [REDACTED] /Planning Team Leader as appropriate) please summarise the discussions for the benefit of the public and the Committee.'