



Access to committee meetings

Public access to meetings

The public are welcome to attend all district council committee meetings to listen to the debate and the decisions being taken. At some committees such as development control (planning) and licensing there is the opportunity for the public to speak. A separate leaflet for people speaking at development control committees is available from the Democratic Services Team.

Agendas (the list of items for discussion together with reports) for committee meetings are published five working days before the meeting and can be obtained by contacting the Democratic Services Team or viewed on the district council's website www.dorsetforyou.com four days before the meeting. Copies of agendas are free and will also be available at the meeting.

The agenda will say when and where the committee meeting is being held but if you are not sure or need further

advice you can contact the Democratic Services Team.

On occasions some reports on the agenda will be confidential (referred to as 'exempt') because they contain, for example, information relating to individuals or legal advice. The press and the public will be asked to leave the meeting for this part of the agenda.

The district council is able to provide copies of agendas in large print, Braille and audio tape. It may also be possible to make arrangements to translate committee reports into languages other than English and to provide an interpreter or lip speaker at committee meetings. Please contact democratic services in advance of the meeting if you need any of these services. It may not always be possible to supply Braille or audio formats in time for the meeting. There is no charge for these services.



Car parking

Most of the district council's committee meetings are held in the offices at Stratton House, 58/60 High West Street, Dorchester at 2.15 pm.

There is no public car parking on the Stratton House site however public car parks located at the Top o' Town and Trinity Street are a short walk from the offices.

A disabled parking bay is located outside Glyde Path House, Glyde Path Road, accessed via High West Street or The Grove and is very close to Stratton House.

Access to meeting rooms and facilities

The following sections provide a summary of the access and facilities for each of the district council's meeting rooms at Stratton House.

If you are unable to attend a committee meeting you can find out what was agreed by asking for a copy of the minutes (the written record of the meeting) from democratic services or by looking on the website.

Council Chamber, Stratton House

- Public attending meetings in the Council Chamber should report to main reception located at the main entrance to Stratton House on High West Street.
 - Disabled access to the Council Chamber is available through the car park at the rear of Stratton House. From Glyde Path Road enter the car park under the archway and follow the route marked in white on the road. The Council Chamber entrance can be reached via a slope and visitors can contact main reception using the intercom who will open the automatic doors. Disabled visitors will need to exit from this entrance and can open the doors by pressing the button clearly marked on the wall to the left of the doors.
 - An induction loop is fitted in the Council Chamber.
 - Toilets and disabled toilet facilities are located at the entrance to the Council Chamber.
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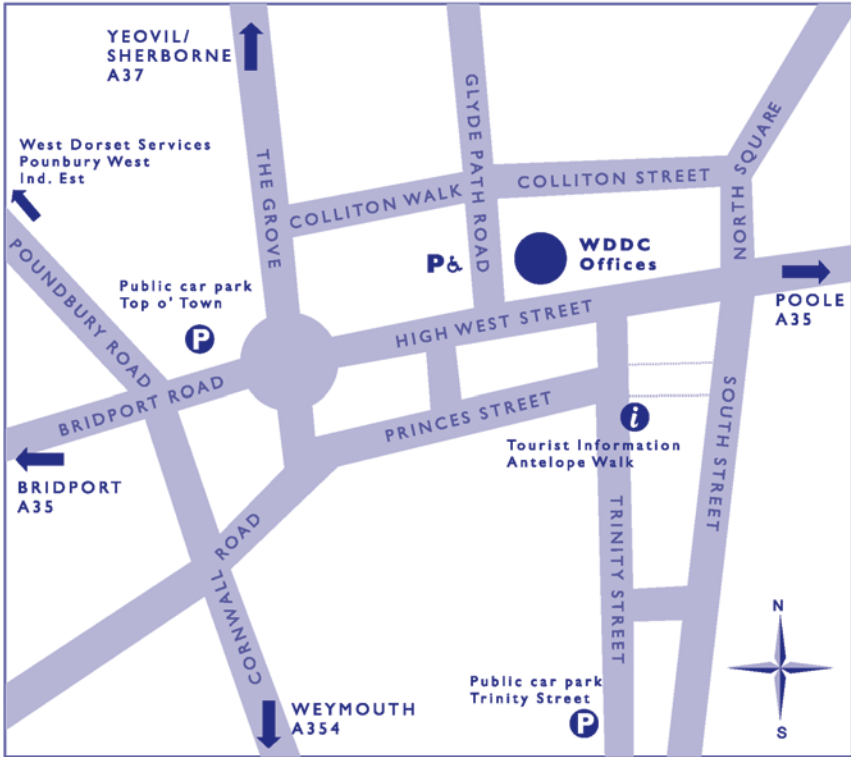


Stratton Room, 1st floor, Stratton House

- Public attending meetings in the Stratton Room should report to main reception located at the main entrance to Stratton House on High West Street.
- Disabled visitors can access the Stratton Room via the automatic doors that operate at the main entrance to Stratton House located on High West Street, Dorchester.
- Lift access to the 1st floor is available just off main reception. Ask at main reception for an escort. On exiting the lift the entrance to the Stratton Room will be directly in front of you.
- The Stratton Room has an induction loop fitted.
- Toilets are available on the 1st floor and are signed from the Stratton Room entrance. Disabled toilet facilities are located on the ground floor of Stratton House or on the 2nd floor.

Rooms 85 and 84, 2nd floor, Stratton House

- Public attending meetings in rooms 85 and 84 should report to main reception located at the main entrance to Stratton House on High West Street.
 - Disabled visitors can access rooms 85 and 84 via the automatic doors that operate at the main entrance to Stratton House located on High West Street.
 - Lift access to the 2nd floor is available just off the main reception. Ask at main reception for an escort. On exiting the lift the entrance to rooms 85 and 84 will be directly in front of you.
 - An induction loop will be available in rooms 85 and 84 from December 2006.
 - Disabled toilet facilities are located on the 2nd floor opposite the entrance to rooms 85 and 84.
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For further advice about any of the information in this leaflet please contact: Head of Democratic Services 01305 252216 or email s.carne@westdorset-dc.gov.uk
Typetalk calls are welcome.



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This leaflet can also be made available in audio, Braille or languages other than English.

Working for West Dorset

www.dorsetforyou.com