



# TOONGABBIE ANGLICAN CHURCH

## **Procedures pertaining to the Building Development discussion at the 2018 AGM**

In the interests of giving as many as possible the opportunity to contribute, to ensure fairness, to manage our time, maintain good order and to bring glory to God, at the recommendation of the Parish Council, the Chairman intends to adopt the following procedures for the proposed building discussion at the AGM:

- Following the introduction of the principle motion, the Chairman will invite questions for the mover. A maximum of 20 minutes will be dedicated to this question time.
- Following the question time, the Chairman will then ask who wishes to speak to the matter, make an amendment or propose a separate, related motion.
- The Chairman will then call on those participants to make a speech in relation to a motion, propose an amendment, or a related motion. The Chairman shall do his best to call speakers with alternate views on the merits of these motions and amendments.
- Any motions or amendments received in advance will be printed and shown on the screen for the benefit of those at the AGM. Any motions or amendments received at the AGM will be shown on the screen as it is being discussed, in as much as this is practicable.
- Speeches will be limited to a maximum of 5 minutes by each person (with a bell to sound at the 4 minute mark), and the chair shall endeavour to alternate speeches of those for and against the principle motion (if sufficient people wish to speak).

- When deciding when to end speeches from the floor, the Chair shall give consideration to the time, and endeavour to allow sufficient airing of views. He may consult the AGM to ascertain if sufficient time has been allowed.
- The mover of the principle motion will have a right of reply at the end of the speeches – also limited to 5 minutes.
- Following this time, any amendments, related motions and the principle motion will then be put to the meeting.

*Raj Gupta*

*AGM Chairman*