

Llandderfel Community Council **Language Policy**

The Council conducts its business in Welsh. Minutes can be made available in English on application to the Clerk, within a reasonable period and on payment of the relevant costs.

Written correspondence.

Any correspondence sent to the Council will receive a reply in whatever language the correspondence was written in e.g. Welsh/English.

Council Meetings

If a person who does not speak Welsh wishes to make a presentation on a matter on the Agenda, he/she is welcome to do so in English. If he/she wishes to listen to the rest of the meeting, he/she is expected to provide his/her own interpreter (at his/her own cost).

Public Meetings.

If the Council holds a public meeting, the Council will be responsible for providing a translation service. However, appropriate notice is needed prior to the meeting.