

*Part 7: Adjournment and continuation of meetings*

**39. Adjournment of meeting in the absence of a quorum**

- (1) If there is not a quorum for the meeting present within 15 minutes after the time stipulated in the notice referred to in rule 10 such meeting shall not be held but a continuation meeting shall be held in terms of rule 41.
- (2) If at any time during the course of a council or committee meeting it is suspected that there is not a quorum present-



- (a) the chairperson shall discontinue the proceedings immediately; and
- (b) cause the councillors present to be counted

and if the suspicion is proved, the chairperson shall instruct the municipal manager to ring the bell for one minute. If there is still no quorum five minutes after the bell had been rung, the chairperson shall adjourn the meeting forthwith.