

## DRAFT CALENDAR OF MEETINGS FOR THE MUNICIPAL YEAR 2020/21

Council - 19 November 2019

Report of Chief Officer Customer & Resources

Status: For Consideration

Key Decision: No

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Contact Officer Vanessa Etheridge Ext.7199

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**Recommendation:** That the Calendar of Meetings for 2020/21 be approved subject to formal adoption at the Annual Meeting of the Council on 12 May 2020.

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### Introduction

- 1 The draft calendar of meetings for the municipal year 2020/21 is attached for consideration. All Members and Senior Officers have been consulted on the draft dates.
- 2 The draft calendar tries to avoid meetings on Mondays and Wednesdays and school holidays, as much as possible. Best endeavours have been made to avoid evening meetings on Mondays and Wednesdays. If additional meetings are required it may be necessary to look at these days. All additional meeting dates are set up in consultation with the relevant Chairman.
- 3 It is the responsibility of the Annual Meeting of the Council to confirm the Council's calendar of meetings for the oncoming year. However, it is considered prudent to put it before this meeting of the Council to allow more time for forward planning by Officers and Members and booking of meeting rooms etc.

### Key Implications

#### Financial

None directly arising from this report.

#### Legal Implications and Risk Assessment Statement.

The Council is under a legal duty to hold an Annual Meeting during a particular period and to set a Council Tax by a specific date. The calendar proposed here meets those requirements.

## Equality Impacts

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

## **Conclusion**

Members are requested to consider the attached draft Calendar of Meetings and recommend it to the meeting of Annual Council for formal adoption.

<b>Appendices</b>	Draft Calendar of meetings for the municipal year 2020/21
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<b>Background papers</b>	None
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**Jim Carrington-West**  
**Chief Officer Customer & Resources**