

NORTHSTOWE TOWN COUNCIL
SCHEDULE OF COUNCIL MEETINGS FOR THE CIVIC YEAR 2023-'24

*This document was last updated by: Town Clerk; 22nd June 2023, V1.2
Updated following resolution passed at the Full Council meeting 23rd May 2023, item 44/23-24.
Note: the below is a draft schedule, until approved by Council at its meeting on 27th June 2023.*

MEETING	DATE
Planning Committee	Tue 13 th June 2023 (7-8 pm)
Finance & Governance Committee	Tue 13 th June 2023 (8-9 pm)
Full Council	Tue 27 th June 2023 (7-9 pm)
Events and Markets Committee	Tue 4 th July 2023 (7-8:30 pm)
Planning Committee	Tue 11 th July 2023 (7-8 pm)
Finance & Governance Committee	Tue 11 th July 2023 (8-9 pm)
Full Council	Tue 25 th July 2023 (7-9 pm)
Personnel Committee	Tue 5 th September 2023 (7-8 pm)
Planning Committee	Tue 12 th September 2023 (7-8 pm)
Finance & Governance Committee	Tue 12 th September 2023 (8-9 pm)
Full Council	Tue 26 th September 2023 (7-9 pm)
Events and Markets Committee	Tue 3 rd October 2023 (7-8:30 pm)
Planning Committee	Tue 10 th October 2023 (7-8 pm)
Finance & Governance Committee	Tue 10 th October 2023 (8-9 pm)
Full Council	Tue 31 st October 2023 (7-9 pm)
Planning Committee	Tue 14 th November 2023 (7-8 pm)
Finance & Governance Committee	Tue 14 th November 2023 (8-9 pm)
Full Council	Tue 28 th November 2023 (7-9 pm)
Personnel Committee	Tue 5 th December 2023 (7-8 pm)
Planning Committee	Tue 12 th December 2023 (7-8 pm)
Finance & Governance Committee	Tue 12 th December 2023 (8-9 pm)
Full Council	Tue 19 th December 2023 (7-9 pm)
Events and Markets Committee	Tue 9 th January 2024 (7-8:30 pm)
Planning Committee	Tue 16 th January 2024 (7-8 pm)
Finance & Governance Committee	Tue 16 th January 2024 (8-9 pm)
Full Council	Tue 30 th January 2024 (7-9 pm)
Planning Committee	Tue 13 th February 2024 (7-8 pm)
Finance & Governance Committee	Tue 13 th February 2024 (8-9 pm)
Full Council	Tue 27 th February 2024 (7-9 pm)
Personnel Committee	Tue 5 th March 2024 (7-8 pm)
Planning Committee	Tue 12 th March 2024 (7-8 pm)
Finance & Governance Committee	Tue 12 th March 2024 (8-9 pm)
Full Council	Tue 26 th March 2024 (7-9 pm)
Events and Markets Committee	Tue 2 nd April 2024 (7-8:30 pm)
Planning Committee	Tue 9 th April 2024 (7-8 pm)
Finance & Governance Committee	Tue 9 th April 2024 (8-9 pm)
Full Council	Tue 23 rd April 2024 (7-9 pm)
ANNUAL TOWN MEETING (Meeting of the electorate)	Tue 30 th April 2024 (7-9 pm)
Planning Committee	Tue 14 th May 2024 (7-8 pm)
Finance & Governance Committee	Tue 14 th May 2024 (8-9 pm)
ANNUAL MEETING OF THE TOWN COUNCIL	Tue 28 th May 2024 (7-9 pm)
Personnel Committee	Tue 4 th June 2024 (7-8 pm)

NB: Changes made:

- Task set to the Clerk, as part of the resolution agreed: The number of days when meetings take place are to be condensed further, by combining two meetings on the same day where possible.
- **Changes made: Each Finance and Governance Committee meeting is now to be moved to 8-9 pm, following a Planning Committee meeting that same day.**
 - NB: The Planning committee day in the month cannot easily be changed, for the reasons as set out in below 'principles', at end of this document.
 - NB: Although with some uncertainties at this stage, the Council is to be alerted that these changes may potentially have the following consequences:
 - The timing and way key monthly financial transactions, in particular staff salary and HMRC payments, are to take place may need to be reconsidered (TBC), and which may mean that these need, in some or all cases, to be pre-processed and then retrospectively approved a month later instead, to adhere to legal and contractual obligations.
 - There is a potential for additional workload on staff by having to organise two meetings in the same week (as per the concerns raised in below) – this could mean that the statutory deadlines in the week before when the summons is sent out may, in some cases, not be reached due to current limited staffing capacity.