

## SCHEDULE OF TOWN COUNCIL & COMMITTEE MEETINGS 2023 – 2024

Meeting	(no.)	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
<b>Town Council</b> <i>Tuesday 7.30pm</i>	<b>(12)</b> (TC)	<b>11 (A)</b> <b>23 (allot)</b>	<b>20 (AR)</b>	<b>25</b> (allot)		<b>19</b>	<b>17</b>	<b>21</b> (allot)	<b>12</b> (DB)	<b>16(B)</b>	<b>20</b> (allot)	<b>19</b> (Fees)	<b>16</b>
<b>Personnel Committee</b> <i>As Required</i>	<b>(2)</b> (TC)	<b>24</b>						<b>14(Sal)</b> <b>7.30 p.m.</b>					
<b>Finance &amp; Policy Cttee</b> <i>Tuesday 6.30pm</i>	<b>(11)</b> (TC/RFO)	<b>18</b>	<b>13</b> <b>20(AR)</b> <small>(7pm before TC)</small>	<b>18</b>	<b>15</b>	<b>12</b>	<b>10</b>	<b>14(IA)</b>	<b>5 (DB)</b>	<b>9 (B)</b>	<b>13</b>	<b>12</b> (Fees)	<b>9</b>
<b>Events, Arts, Tourism &amp; Heritage Committee (EATH)</b> <i>Wednesday 4pm</i>	<b>(8)</b> (DTC)		<b>7</b>	<b>5</b>		<b>6</b>	<b>4</b>	<b>8</b>	<b>6</b>	<b>10</b>		<b>7</b>	
<b>Environment &amp; Sustainability Committee (E &amp; S)</b> <i>Tuesday 7.00 pm</i>	<b>(6)</b> (DTC)	<b>30</b>		<b>11</b>		<b>26</b>		<b>29</b>		<b>23</b>		<b>27</b>	
<b>Grants Committee</b> <i>Wednesday 7.30pm</i>	<b>(2)</b> (DTC)		<b>14</b>									<b>6</b>	
<b>Planning &amp; Development Committee</b> <i>Monday 7.30pm</i>	<b>(14)</b> (TC/DTC)	<b>22</b>	<b>19</b>	<b>17</b>	<b>7</b>	<b>4</b>	<b>2</b> <b>23</b>	<b>13</b>	<b>11</b>	<b>8</b>	<b>5</b>	<b>5</b> <b>26</b>	<b>15</b>
<b>Annual Town Meeting</b> <i>Thursday 7.30pm</i>	<b>(1)</b> (Both)												<b>18</b>

**(A)** = Annual Meeting of the Town Council

**(B)** = Budget/Precept Setting Meeting

**(AR)** = Annual Return preparation as per Financial Regulations

**(Allot)** = Allotments item on Agenda

**(IA)** = Interim Internal Audit

**(Sal)** = Annual Review of Salaries as per Financial Regulations

**(Fees)** = Annual review of Fees and Charges

**(DB)** = Draft Budget

BANK HOLIDAYS 2023/2024		EVENTS	Other meetings
7 <sup>th</sup> April 2022 (Good Friday) 10 <sup>th</sup> April 2022 (Easter Monday) 1 <sup>st</sup> May (Early May Bank Holiday) 8 <sup>th</sup> May Coronation (Bank Holiday) 29 <sup>th</sup> May (Spring Bank Holiday) 28 <sup>th</sup> August (Summer Bank Holiday) 25 <sup>th</sup> December (Christmas Day) 26 <sup>th</sup> December (Boxing Day)	1 <sup>st</sup> January (New Year's Day) 29 <sup>th</sup> March 2024 (Good Friday) 1 <sup>st</sup> April 2024 (Easter Monday)	25 <sup>th</sup> March – Spring Show 12 <sup>th</sup> November – Remembrance Day 24 <sup>th</sup> November – Winter Festival  B&NES Budget Feb 2024 (date not set yet)  <b>No of Cttee meetings</b> Town Clerk (40 less some F & P) Deputy Town Clerk (18 less some Planning)	The NDP Steering Group and Cultural Consortium group meetings, Capital Projects, Defibrillator working party and other working party meetings are as required and therefore not scheduled. Details and Agendas will appear on the Town Council website when arranged.  Keynsham Area Forum 22 <sup>nd</sup> February 2023 at 6.00 p.m. 28 <sup>th</sup> June 2023 6.00 p.m. 27 <sup>th</sup> September 2023 6.00 p.m.