

Newbury Town Council

PROVISIONAL Schedule of Meetings for the Municipal Year 2019/20

Day	Date of Meeting	Agenda	Lead Officer	Meetings	Notes
Mon	13 May	7 May	CEO	Council	
Wed	15-May	9-May	CEO	Planning & Highways Committee	
Sun	19-May	14-May	CEO	Annual meeting and Mayor Making	
Mon	3-Jun	28-May	CEO	Planning & Highways Committee	
Mon	10-June	4-Jun	CEO	Council	1
Mon	17-June	11-June	CSM	Community Services Committee	
Mon	24-Jun	18-June	CEO	Planning & Highways Committee	
Wed	26-Jun	20-Jun	RFO	Grants Sub-Committee	
Mon	1-Jul	25-Jun	CM	Civic Pride, Arts & Leisure Committee	
Mon	15-Jul	9-Jul	CEO	Planning & Highways Committee	
Mon	22-Jul	16-Jul	CEO	Policy & Resources Committee	
Mon	5-Aug	30-Jul	CEO	Planning & Highways Committee	
Wed	28-Aug	21-Aug	CEO	Planning & Highways Committee	
Mon	2-Sep	27-Aug	CM	Civic Pride, Arts & Leisure Committee	
Mon	16-Sep	10-Sep	CEO	Planning & Highways Committee	
Mon	23-Sep	17-Sep	CSM	Community Services Committee	
Mon	7-Oct	1-Oct	CEO	Planning & Highways Committee	
Mon	14-Oct	8-Oct	CEO	Policy & Resources Committee	
Mon	21-Oct	15-Oct	CEO	Council	
Mon	28-Oct	22-Oct	CEO	Planning & Highways Committee	
Wed	18-Nov	12-Nov	CEO	Planning & Highways Committee	
Mon	25-Nov	19-Nov	RFO	Grants Sub-Committee	
Mon	2-Dec	26-Nov	CM	Civic Pride, Arts & Leisure Committee	
Mon	9-Dec	3-Dec	CEO	Planning & Highways Committee	
Mon	16-Dec	10-Dec	CSM	Community Services Committee	2

2020

Mon	6-Jan	24-Dec	CEO	Planning & Highways Committee	
Mon	20-Jan	14-Jan	CEO	Policy & Resources Committee	3
Mon	27-Jan	21-Jan	CEO	Planning & Highways Committee	
Mon	3-Feb	28-Jan	CEO	Council	4
Mon	17-Feb	11-Feb	CEO	Planning & Highways Committee	
Mon	2-Mar	25-Feb	CM	Civic Pride, Arts & Leisure Committee	
Mon	9-Mar	3-Mar	CEO	Planning & Highways Committee	
Mon	16-Mar	10-Mar	CSM	Community Services Committee	
Mon	23-Mar	17-Mar	CEO	Annual Town Meeting	
Mon	30-Mar	24-Mar	CEO	Planning & Highways Committee	
Mon	20-Apr	14-Apr	CEO	Planning & Highways Committee	
Mon	27-Apr	21-Apr	CEO	Policy & Resources Committee	
Mon	11-May	5-May	CEO	Planning & Highways Committee	
Wed	13-May	7-May	CEO	Council	
Sun	17-May	11-May	CEO	Annual meeting and Mayor Making	5

This draft schedule of meetings has been prepared on the basis of four meeting cycles per annum, each cycle including one meeting of Community Services, Civic Pride Arts and Leisure, and Policy and Resources, and culminating in a meeting of Full Council, except for the June Full Council meeting where the accounts are signed off. Policy and Resources meetings have been timed to fall after each accounting quarter, to include correct timings for the financial year end and for the budget setting process. Planning and Highways meetings are at three-weekly intervals to ensure that all plans in the parish can be considered.

The agenda will be published three clear working days before the meeting (this does not include the day of the meeting or the day of publication). All meetings (apart from Mayor Making) start at 7.30 pm unless shown otherwise.

CEO = Chief Executive Officer; RFO = Responsible Financial Officer; CSM = Community Services Manager, CM = Civic Manager

Notes:

- 1 This is the meeting at which the 2018/2019 Statutory Accounts are signed off.
- 2 This is the meeting at which the 2020/2021 Services budget is discussed.
- 3 This is the meeting at which the 2020/2021 budget is set.
- 4 This is the meeting at which the 2020/2021 precept is declared.
- 5 The Annual Meeting (Mayor Making). All meetings take place in the Council Chamber, apart from the annual meeting of the Council (Mayor Making) which takes place in the Corn Exchange.