

Newbury Town Council

Schedule of Meetings for the Municipal Year 2017/18

Day	Date of Meeting	Agenda	Lead Officer	Meetings	Notes
Sun	14-May	8-May	CEO	Annual meeting and Mayor Making	
Wed	24-May	18-May	CSM	Community Services Committee	
Wed	31-May	25-May	CEO	Planning & Highways Committee	
Mon	12-Jun	6-Jun	CM	Civic Pride, Arts & Leisure Committee	
Mon	19-Jun	13-Jun	CEO	Planning & Highways Committee	
Mon	26-Jun	20-Jun	CEO	Council	1
Wed	28-Jun	22-Jun	RFO	Grants Sub-Committee	
Mon	10-Jul	4-Jul	CEO	Planning & Highways Committee	
Mon	17-Jul	11-Jul	RFO	Policy & Resources Committee	
Mon	31-Jul	25-Jul	CEO	Planning & Highways Committee	
Mon	21-Aug	15-Aug	CEO	Planning & Highways Committee	
Mon	4-Sep	29-Aug	CM	Civic Pride, Arts & Leisure Committee	
Mon	11-Sep	5-Sep	CEO	Planning & Highways Committee	
Mon	25-Sep	19-Sep	CSM	Community Services Committee	
Mon	2-Oct	26-Sep	CEO	Planning & Highways Committee	
Mon	16-Oct	10-Oct	RFO	Policy & Resources Committee	
Mon	23-Oct	17-Oct	CEO	Planning & Highways Committee	
Mon	30-Oct	24-Oct	CEO	Council	
Mon	13-Nov	7-Nov	CEO	Planning & Highways Committee	
Wed	15-Nov	9-Nov	RFO	Grants Sub-Committee	
Mon	20-Nov	14-Nov	CM	Civic Pride, Arts & Leisure Committee	
Mon	4-Dec	28-Nov	CEO	Planning & Highways Committee	
Mon	11-Dec	5-Dec	CSM	Community Services Committee	2

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Wed	3-Jan	22-Dec	CEO	Planning & Highways Committee	
Mon	15-Jan	9-Jan	RFO	Policy & Resources Committee	3
Mon	22-Jan	16-Jan	CEO	Planning & Highways Committee	
Mon	29-Jan	23-Jan	CEO	Council	4
Mon	12-Feb	6-Feb	CEO	Planning & Highways Committee	
Mon	26-Feb	20-Feb	CM	Civic Pride, Arts & Leisure Committee	
Mon	5-Mar	28-Feb	CEO	Planning & Highways Committee	
Mon	12-Mar	6-Mar	CSM	Community Services Committee	
Mon	19-Mar	7-Mar	CEO	Annual Town Meeting	
Mon	26-Mar	20-Mar	CEO	Planning & Highways Committee	
Mon	16-Apr	10-Apr	CEO	Planning & Highways Committee	
Mon	30-Apr	24-Apr	RFO	Policy & Resources Committee	
Wed	9-May	2-May	CEO	Planning & Highways Committee	
Wed	16-May	10-May	CEO	Council	
Sun	20-May	15-May	CEO	Annual meeting and Mayor Making	

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 in May where the annual meeting of Full Council precedes Mayor Making, and the June Full Council 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 start at 7.30 pm unless shown otherwise.

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

Notes:

- 1 This is the meeting at which the 2016/2017 Statutory Accounts are signed off.
- 2 This is the meeting at which the 2018/2019 Services budget is discussed.
- 3 This is the meeting at which the 2018/2019 budget is set.
- 4 This is the meeting at which the 2018/2019 precept is declared.

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.