

<b>SUBJECT:</b>	<b>DIARY OF MEETINGS FOR 2023/24</b>
<b>MEETING:</b>	<b>Democratic Services Committee</b>
<b>DATE:</b>	<b>21 November 2022</b>
<b>DIVISION/WARDS AFFECTED:</b>	<b>N/A</b>

**1. PURPOSE:**

To review the diary of meetings for 2023/24 and to recommend the diary to Council for approval.

**2. RECOMMENDATIONS:**

That the diary of meetings for 2023/2024, as attached, be recommended to Council.

That the committee put forward a recommendation for the arrangements for the AGM to full council.

**3. KEY ISSUES:**

3.1 The diary includes, for information only, dates of meetings for political groups and outside bodies that are not agreed by Council and are subject to change by the organising bodies.

3.2 As per previous years, as far as is practicable meetings have not been scheduled during school holidays as requested by Councillors. There is an inevitable need to hold some meetings during school holidays so that the diary does not become too congested and avoids clashes with other meetings and priorities but these have been kept to a minimum.

3.3 The committee considered the issue around timings of meetings of the Council in July 2022 and agreed that councillors are not yet in an informed position to make a decision on the timing of council meetings. The diary has been drafted based on current timings and can be amended following the committees review next year.

3.4 Councillors are asked to consider to the timing of the AGM. Traditionally, the AGM has been held at 5pm and only dealt with the appointment of the chairman with all other business deferred to another meeting of full council two days later. In recent years, members have requested that these meetings be combined into a single AGM that replicates a normal meeting of full council. For 2022, it was decided to keep the meetings separate to allow additional time following the election to consider appointments within the Council.

**4. REASONS:**

The Council calendar needs to be approved annually to ensure appropriate governance arrangements are in place for the year and enables Members and officers to forward plan effectively.

**5. RESOURCE IMPLICATIONS:**

None as a direct result of this report.

**6. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS:**

There are no sustainable development or equality impacts arising from this report.

**7. SAFEGUARDING AND CORPORATE PARENTING IMPLICATIONS**

There are no safeguarding or corporate parenting implications associated with this report.

**8. CONSULTEES:**

Committee Chairs  
Political Group Leaders

**9. BACKGROUND PAPERS:**

None.

**10. AUTHOR:**

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