

COUNCIL

Agenda Item:

Ward: ALL

Portfolio: Services and Corporate Finance

Report Author(s): Portfolio Holder for Services and Corporate Finance

Date: 9 May 2016

SUBJECT: Calendar of Public Meetings 2016-2017

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Report Sign off	Seen by:	Name	Date
	Legal	Donna Nolan	
	Finance	Adam Savery	
	Chief Executive	Stuart Brown	
	Corporate Manager	Donna Nolan	
Summary:	The draft calendar of public meetings for 2016/17 has been prepared and is attached at Appendix A.		
Recommendation:	To approve the dates of public meetings for May 2016 through to May 2017.		
Direct and/or indirect impact on service delivery to our customers and communities:	No additional impact.		
Financial Implications:	Within existing resources, but if an external venue is booked there may be additional expenditure.		
Legal Implications:	A schedule will help ensure timely decisions are made which mitigates the risk of legal challenge to the Council.		
Crime and Disorder Implications:	None identified.		
Equalities Implications:	Public meetings are often held in the evenings to suit the majority of attendees.		
Risk Assessment and Adverse Impact on Corporate Actions:	Such a calendar is in accordance with the Council's Constitution.		

INTRODUCTION

The Calendar is much the same as the previous year. Efforts have been made to avoid conflicts with meetings of the County Council and the Parish Councils within the district. Meetings of the full Council also fall outside of school holidays.

This table shows the type of public meeting and the usual frequency of each meeting.

Meeting	Frequency	Day of the Week	Start Time
Full Council	4 per year	Monday	6.30 pm
Cabinet	Monthly	Monday	6.30 pm
Scrutiny	Monthly	Monday	6.30 pm
Planning Board	Monthly	Wednesday	6.00 pm
Licensing Board	Every other month	Wednesday	6.30 pm
Licensing Sub Committee	Ad hoc	Usually Tuesday	Usually 10 am
Standards Committee	Quarterly	Tuesday	2 pm
Rural Forums	Quarterly	Various	6.30 pm
Audit Committee	Every other month	Wednesday	6.30 pm
Wells Recreation Ground Trust Committee	Ad hoc	Various	6.30 pm
Council's Asset Management Group	Every 6 weeks	Monday	3 pm

RECOMMENDATIONS

That the dates of public meetings for Mendip District Council, from May 2016 through to May 2017, be approved.

REASONS FOR RECOMMENDATIONS

To ensure that council business is dealt with in a timely and orderly manner.

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List of background Papers: None

**MENDIP DISTRICT COUNCIL
CALENDAR OF PUBLIC MEETINGS 2016/17**

Date	Meeting	Time	Venue
May 2016			
9 M	Annual Full Council	6.30 pm	Council Chamber
11 W	Planning Board	6 pm	Council Chamber
16 M	Cabinet	6.30 pm	Council Chamber
23 M	Scrutiny Board	6.30 pm	Council Chamber
June 2016			
6 M	Corporate Asset Management Group (CAMG)	3 pm	Council Chamber
7 T	Standards Committee	2 pm	Council Chamber
13 M	Cabinet	6.30 pm	Council Chamber
21 T	Joint Staff Consultative Committee	4 pm	Council Chamber
22 W	Planning Board	6 pm	Council Chamber
27 M	Scrutiny Board	6.30 pm	Council Chamber
29 W	Audit Committee – Statement of Accounts	6.30 pm	Council Chamber
July 2016			
6 W	Licensing Board	6.30 pm	Council Chamber
11 M	Cabinet	6.30pm	Council Chamber
13 W	Rural Forum	6.30 pm	Council Chamber
20 W	Planning Board	6 pm	Council Chamber
25 M	Scrutiny Board	6.30 pm	Council Chamber
August 2016			
1 M	Corporate Asset Management Group (CAMG)	3 pm	Council Chamber
8 M	Cabinet	6.30 pm	Council Chamber
10 W	Audit Committee	6.30 pm	Council Chamber
17 W	Planning Board	6 pm	Council Chamber
22 M	Scrutiny Board	6.30 pm	Council Chamber
September 2016			
6 T	Standards Committee	2 pm	Council Chamber
7 W	Licensing Board	6.30 pm	Council Chamber
12 M	Cabinet	6.30 pm	Council Chamber
13 T	Joint Staff Consultative Committee	4 pm	Council Chamber
19 M	Scrutiny Board	6.30 pm	Council Chamber
21 W	Planning Board	6 pm	Council Chamber
26 M	Full Council – Treasury Management	6.30 pm	Council Chamber
28 W	Audit Committee – Treasury Management	6.30 pm	Council Chamber

Date	Meeting	Time	Venue
October 2016			
3 M	Corporate Asset Management Group (CAMG)	3 pm	Council Chamber
10 M	Cabinet	6.30 pm	Council Chamber
18 T	Rural Forum	6.30 pm	Council Chamber
19 W	Planning Board	6 pm	Council Chamber
24 M	Scrutiny Board	6.30 pm	Council Chamber
November 2016			
2 W	Licensing Board	6.30 pm	Council Chamber
7 M	Corporate Asset Management Group (CAMG)	3 pm	Council Chamber
9 W	Planning Board	6 pm	Council Chamber
14 M	Cabinet	6.30 pm	Council Chamber
23 W	Audit Committee	6.30 pm	Council Chamber
28 M	Scrutiny Board	6.30 pm	Council Chamber
December 2016			
5 M	Cabinet	6.30 pm	Council Chamber
6 T	Standards Committee	2 pm	Council Chamber
12 M	Corporate Asset Management Group (CAMG)	3 pm	Council Chamber
12 M	Full Council – Tax Base	6.30 pm	Council Chamber
19 M	Scrutiny Board	6.30 pm	Council Chamber
20 T	Joint Staff Consultative Committee	4 pm	Council Chamber
21 W	Planning Board	6.00 pm	Council Chamber
January 2017			
4 W	Licensing Board	6.30 pm	Council Chamber
9 M	Cabinet	6.30 pm	Council Chamber
18 W	Planning Board	6 pm	Council Chamber
23 M	Scrutiny Board	6.30 pm	Council Chamber
25 W	Audit Committee	6.30 pm	Council Chamber
30 M	Corporate Asset Management Group (CAMG)	3 pm	Council Chamber
February 2017			
8 W	Rural Forum	6.30 pm	Council Chamber
13 M	Cabinet	6.30 pm	Council Chamber
20 M	Full Council - Council Tax Setting	6.30 pm	Council Chamber
22 W	Planning Board	6 pm	Council Chamber
27 M	Scrutiny Board	6.30 pm	Council Chamber
March 2017			
1 W	Licensing Board	6.30 pm	Council Chamber
7 T	Standards Committee	2 pm	Council Chamber
13 M	Cabinet	6.30 pm	Council Chamber
20 M	Corporate Asset Management	3 pm	Council Chamber

Date	Meeting	Time	Venue
	Group (CAMG)		
21 T	Joint Staff Consultative Committee	4 pm	Council Chamber
22 W	Planning Board	6 pm	Council Chamber
27 M	Scrutiny Board	6.30 pm	Council Chamber
April 2017			
5 W	Audit Committee	6.30 pm	Council Chamber
10 M	Cabinet	6.30 pm	Council Chamber
19 W	Planning Board	6 pm	Council Chamber
24 M	Scrutiny Board	6.30 pm	Council Chamber
26 W	Licensing Board	6.30 pm	Council Chamber
May 2017			
8 M	Corporate Asset Management Group (CAMG)	3 pm	Council Chamber
8 M	Annual Full Council	6.30 pm	Council Chamber