

Dates of meetings

Monthly full Council meetings

I have booked the first Thursday of every month of 2024 for the full Council meeting with the exception of June 2024 as this will clash with the D Day commemoration event. Instead the meeting will take place the following Thursday 13th June 2024.

Meetings are still scheduled to start at 7.30pm

The meetings will continue to take place in The Keep room as the BCT advise that the downstairs room (The Heath) is committed for hire for at least the next 12 months although it has been noted that if it does become available this Council would prefer that room.

Please confirm that you are content with the above arrangements.

Planning committee meetings

Due to the length of full Council meetings, I have booked 16th November for the first meeting of the planning committee and I trust that you can confirm that you are happy with that arrangement? I was then thinking that you set a particular day each month for the planning committee? If you wish that meeting could take place on the second Wednesday of each month at the same time and venue? Each committee meeting requires a minimum of 3 Councillors present to be quorate but as responding to planning consultations is an important role of this Council I think it will be important that more than 3 of you can commit to regularly attend planning committee meetings?

Please discuss if you are happy with that arrangement?

Communications committee meetings

At present the Communications committee has tended to meet once every two months late afternoon/early evening on a Wednesday/Thursday. Do you think it would be useful to look to book a specific day every other month?

Personnel Committee

Unless a specific issue arises, the Personnel Committee does not need to meet as often as other committees. The times when it does have to meet is in October, to consider appraisals and at some point prior to the agreement of the budget to confirm if there are any changes to salary arrangements. Otherwise it is rather an ad hoc committee so I would not suggest setting specific days/times for it to meet but just for it to be called when required.

Working groups and information exchanges

As these meetings can be set up online I will set them up as and when required by you.

Councillor drop in events

I have been setting these drop in events up on the third Thursday of each month. The timings have been 7pm to 8.30pm. Up to the end of 2023 the venue is the Community Centre and then for January and February it will be Channels Brasserie.

Please note that there is an issue regarding Councillor attendance at the February meeting so could this be discussed and agreed at the November meeting?

I noted that no residents attended the October event and that there has been some discussion on Connect as to the frequency, venue and time of such events – perhaps you could discuss at the November meeting what you would like to do moving forward?

If you could agree the arrangements that you would like at the November meeting I can then make bookings moving forward and there will be certainty for you all as to ongoing arrangements.

Suzanne Walker

24th October 2023