



Dodington Parish Council

DRAFT MINUTES of **Full Council Meeting** of the Parish Council held in Council Chamber adjacent to Dodington Parish Hall on **Monday 14th October 2024** at 7.30pm (started at 7:45pm).

PRESENT: Councillors David Fitt, Louise Harris (until 9pm), Christine Howard, Paul Hulbert, Adrian Hutton (chairing meeting), Jean Thomas, Karl Tomasin and Chris Zapata (until 8.20pm)

ALSO PRESENT: Hannah Saunders Clerk to the Council – Clerking the Meeting, Liz Hazelby Project Support Assistant (until 8.20pm) and 3 members of public.

Cllr Adrian Hutton welcomed everyone to the meeting apologizing for the slightly later than planned start– and gave housekeeping details. He explained that in order for Liz / Chris to leave early – items would be pulled forward – with Staffing Matters dealt with during closed session right at the end of the meeting.

329/24 APOLOGIES FOR ABSENCE

Were received and accepted from Cllrs Sandra Jee, Richard Evans, Bob Graham, Laura Pearson Tong and Sarah Hurley. Apologies also received from Ward Councillors Cheryl Kirby, Marilyn Palmer and Ben Stokes.

330/24 DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATION

Cllrs Chris Zapata, Adrian Hutton and David Fitt declared and interest in Item 5 on the agenda (Allotment Association Grants) – as they are allotment holders.

331/24 SPECIAL LEAVE OF ABSENCE (SLA)

As per Standing Order 26e Cllr Sandra Jee has requested SLA due to recent operation, she can return at anytime she wants to – but this means she doesn't have to keep sending apologies and members / officers won't ask her to help volunteer with other items. SLA was unanimously approved.

PMN – Sandra sent a lovely Thank You note in – for Flowers sent.

332/24 PARISHIONERS QUESTIONS

No questions / comments.

333/24 CO OPTION

As per resolution at previous Full Council Meeting – (as Co-option Policy is yet to be formally adopted) any candidates coming forward for co-option prior to the policy being formally adopted would be measured on criteria that DPC have in place currently.

As such Oliver Lodge has completed an application form (attended several rounds of meetings)– and would like to be considered for one of the two remaining vacancies.

Oliver was offered 5 minutes to explain to council why he would like to be considered – which seat he was interested in (South Ward or North West Ward) and members had a chance to ask questions. Oliver confirmed that despite his interest in Wapley – he felt he would be better suited to North West Ward – due to where he lived – and understanding of demographics / issues. He feels his IT / technical knowledge will be of help to council, along with his passion for conservation.

Oliver (plus remaining members of public / clerk & PSA) stepped out of the room while members discussed co-option.

Chair invited everyone back into Chambers – informing the meeting that Oliver had been duly co-opted to North West Ward.

Oliver signed Declaration of Acceptance of Office – witnessed by Clerk – Hannah Saunders and joined the meeting.

334/24 TO APPROVE MINUTES OF FULL COUNCIL MEETING

It was RESPOLVED that the minutes of the Full Council Meeting on 2nd September 2024 as printed / circulated were a true record – and they were duly signed by Cllr Adrian Hutton.

(Confidential Minutes to be reviewed / approved during Closed session at end of meeting).

Matters arising not covered off during course of agenda:-

- Mousewell Solar Farm – comments were sent to SGC regarding the screening opinion, which has been determined. EIA not necessary. Full Planning Application is due soon – and further details regarding Flood Risk, etc. will be covered then. A meeting was held between Yate TC, Westerleigh PC and Dodington PC / Wapley Conservation Group – so that everyone knew what issues were in anticipation of Full Planning Application.
- There is still no official date for opening of Chambers.

335/24 COMMITTEE MEETINGS

It was noted that minutes from recent committee meetings would be approved at next relevant meeting.

Community, Leisure & Environment CL&E – on 21st October 2024

Planning & Transport (P&T) – on 28th October 2024

Finance & General Purpose (F&GP) - on 4th November 2024

336/24 CONSULTATIONS

Police and Crime Plan Survey had been received – and circulated. It was clerks recommendation that survey be completed in an individual capacity – as the questions being asked weren't relevant to Parish Council.

337/24 (ITEM 12 MOVED FORWARD) TO APPROVE SIGNAGE QUOTE

Project Support Assistant explained the difficulty she had experienced over the last couple of years in trying to get companies to quote for the 'Do's & Don'ts' signs that need replacing up

at Wapley. A couple of companies have been to site – great ideas – but not quoted even when chased. Other companies contacted – wouldn't come to site – and requested info emailed to them (which wasn't ideal).

Liz got in touch with YTC to see who they used – and managed to have a meeting on site a couple of weeks ago with Total Print Solutions.

Both Liz and Estates Officer were impressed by company – and YTC have no hesitation in recommending them. The quote was turned around quickly – and PSA presented it to members for consideration.

Clerk was recommending that Financial Regulations be waived – as Liz has clearly tried to get 3 quotes – and has struggled – and quote received is felt to be reasonable.

Clerk confirmed that there were monies in revenue budget and EMR that would cover cost of work. Liz stated that drafts would be drawn up – but wanted to get agreement to proceed before instructing this.

It was proposed by Cllr Chris Zapata and seconded by Cllr Adrian Hutton that Financial Regs be waived and that quote be accepted. This was unanimously agreed – and Liz was thanked for her time and perseverance.

338/24 (ITEM 13 MOVED FORWARD) TO DISCUSS / AGREE ARRANGMENTS FOR CHRISTMAS 2024

It was agreed that Tuesday 10th December 2024 would be date for Christmas Carol Concert with Dodington Parish Band. Same format as previous years – as it has worked and been popular.

It was agreed (particularly given cost of stamps and state of postal system) that instead of Christmas Cards – a message be emailed out / published.

A donation to be given to local Food Bank to help families at Christmas. It was agreed that this be £200.

Clerk was proposing that given when Christmas falls, and fact no bookings in hall, no meetings that the office be closed from 23rd December 2024 to 6th January 2025 with a rota for emergency calls. Clerk confirmed that officers have enough holiday to facilitate this.

With regards Christmas get together – Clerk stated that officers don't have capacity currently to organize this (as have in the past). As such – Chair Cllr Chris Zapata said he would investigate and sort out any arrangements.

Cllr Chris Zapata and PSA – Liz Hazelby left meeting

339/24 REVIEW OF COMMITTEE'S

Following recent co-option of two new councillors – this was time to review membership of committee's.

Existing councillors were happy with committee's they currently sat on – no changes. The Staffing and Personnel Committee membership is only elected once a year (May) – no changes to that committee.

Cllr Karl Tomasin agreed to sit on Community, Leisure & Environment (CL&E) and Finance & General Purpose (F&GP) Committees.

Cllr Oliver Lodge agreed to sit on CL&E, F&GP and also Planning and Transportation (P&T) Updated membership of committee's and how many councillors required for Quorum can be found in Appendix 1 attached to these minutes.

340/24 WARD COUNCILLORS

LOUISE HARRIS – reported on the following:-

- Pleased to see that Co-op is open and car park queries have subsided.
- Pleased to hear that Pauls Place have now completed on lease of Shireway and have keys.
- Big item currently is the impending closure of M4 between J18 and 19 (both ways) this coming weekend. This is down to National Highways (not the council) and any queries should be directed to them via SGC Highways. It is very complex and unavoidable – but it brings us one step closer to having old bridge removed at Badminton Road and replacement installed. Clerk mentioned that office had been contacted by ITV looking for people happy to be interviewed regarding closure and any concerns (given that diverted traffic will no doubt make it's way via Westerleigh, Sodbury and Yate). Nobody was willing to do this – as closure has been well advertised in plenty of time – the diversion signage looks clear and as already stated it is unavoidable. What need to note – is any issues that can be improved when the next closure happens (as there will be future closures for removal of bridge etc).
- Finally, Cllr Harris informed members that SGC are starting their budget consultation for 25 – 26. It is going to be difficult as there is a deficit and can only increase 4.99 (majority of which goes on adult social care) as such there will be area's that they may look make efficiency savings.

CHERYL KIRBY – sent in a report which can be found attached to Appendix 2 with these minutes.

Cllrs Adrian Hutton and David Fitt left chambers whilst next item was being discussed (due to be allotment holders. Cllr Chris Z had already left the meeting.

341/24 GRANTS TO REVIEW

Members had reviewed the 2 grant applications received from Dodington Allotment Association (DAA) and acknowledged that although they were 2 x small applications – given sum asking for accounts had been received accordingly.

Clerk confirmed that monies were in budget for both grants – and it is a historic arrangement that council helps fund the prizes for DAA AGM.

Cllr Oliver Lodge abstained from discussing / voting as he hadn't seen paperwork prior to be co-opted.

After due consideration it was resolved to award both grants – (£300 each – total of £600) towards new locks to make sites safer and prizes for AGM.

It was noted that helping with prize money didn't sit well with some councillors – they appreciated it was a historic arrangement – but going forward perhaps DPC could help towards something else (looking at breakdown of AGM costs – one could argue that DPC monies go towards trophies, donation to speaker and refreshments). Members would like this mentioned to DAA and considered when looking at objectives going forward.

Cllrs Adrian Hutton & David Fitt returned to chambers.

342/24 TO NOTE OPENING OF CO-OP & COMPLETION OF SHIREWAY COMMUNITY ASSOCIATION

Co-op duly opened on 13th September – and is doing well. Manager is keen to get word out that they are in the area.

Clerk met with the CEO of Paul's Place at Shireway the previous week and collected trophies (currently in back office). It was a very good meeting – and their plans for the place are very exciting. Hope is that they will go out to tender for the work by end of month and have someone in place by new year – so that they can start renovations etc. They have served notice on venue in Coalpit Heath so are aiming to be in new premises on Shireway by Summer 2025. Very keen to work with the local community and be a part of the community. CEO spoke so passionately – Clerk feels it would be good to invite her and some members to APM in 2025.

Kebab van is staying and they are looking to work with Men's Shed as well. They haven't taken on the tipping site – as they felt that would be too much land – and as such receivers will be looking to auction off (Clerk to find out more and include on CL&E agenda the following week).

Cllr Louise Harris and 2 x Members of public left the meeting

343/24 IT PROVIDER – 2025

Clerk informed members that current IT provider is retiring at end of year – and is handing clients such as DPC over to another local IT company – so there is business continuity.

In the first instance there will be no change other than the monthly bills for license etc will be paid to new provider (Refresh IT based in Chipping Sodbury) instead of Technick Solutions.

In New Year – it is suggested that a group of councillors meet with Refresh IT and discuss future requirements – as they are a larger company – and can offer business support packages, etc. They are also happy to help with up coming cyber security work.

Members wanted to extend their gratitude to Nick for his service over the years – and wish him well in future.

PMN – Clerk realised that one of the directors of Refresh IT is related to Cllr Bob Graham – he wasn't at meeting – and will need to declare interest in this matter going forward.

344/24 DRAFT CO-OPTION POLICY

Members had received copy of this with agenda – and read through. Following minor amends to Item 5 of policy (whereby panel is drawn up from members of Full Council and not Staffing & Personnel Committee) it was duly resolved to Adopt Policy going forward (a copy of policy is included in Appendix 3 to these minutes).

345/24 COMPLETION OF AUDIT 23 – 24

Clerk confirmed that Audit 23 – 24 had been received back the previous month (18th September 2024) and had notice of conclusion had been published on website and notice boards accordingly on 27th September 2024 (see link below)

<https://www.dodingtonpc.org.uk/dodington-parish-council-conclusion-of-audit-2023-24/>

BDO had found all practices to be in order and there were no matters of concern. They did note under 'Other Matters – not affecting our opinion but for authorities attention' that a letter of appointment was issued to the internal auditor – and would recommend this going forward. Clerk informed members that they picked this up with a lot of other local councils too.

346/24 INTERNAL AUDITOR 24 – 25 AND GOING FORWARD

Given conclusion of audit – Clerk felt it prudent to appoint Internal Auditor for 24 – 25 and discuss future years too (as Clerk had found in 2023 that local internal auditors are getting very booked up and some of them not taking on new client, it had been advised to try and book 18 months ahead).

Mrs Pat Trull – who carried out internal audit 23 – 24 had been nominated for 2 years (min ref 200/24 January 22nd) and as such it was duly agreed to appoint Mrs Trull for 24 – 25. Clerk to draft an appointment letter accordingly.

It was also agreed that Clerk should approach internal auditors to get quotes and see if they would be available for 25 – 26. This will be brought back to a future meeting once information obtained.

347/24 FINANCE MATTERS

Payments and receipts for September 2024 were received / explained. All in order

Bank reconciliations for August and September 2024 were checked – and duly signed by Chair and RFO – all in order.

348/24 BUDGET 2025 – 26

Members received a report following Budget meeting the previous week and budget timetable (which can be viewed in Appendix 4 attached to these minutes).

It was noted that both General Reserves and some Ear Marked Reserves are running low – and members need to address this when they are budgeting. Clerk to work on a 5 year budgeting plan (looking at 2 options – one being a fixed increase each year for 5 years and the other being higher increase to begin with being tapered down over the 5 years).

Members agreed the recommendations put to them:-

1. Survey regarding future of burial ground is brought forward
2. Staffing & Personnel Committee to have budget responsibility for Wages, Tax & NIC and Pensions.

It was also agreed that a clear communication strategy be worked on (hence timetable being published with these minutes and separately).

Following next round of committee meetings – the first draft will be reviewed by Full Council on 18th November 2024.

349/24 ITEMS TO REPORT

- Cllr Jean Thomas asked that an agenda item be included on relevant meeting regarding Tern Inn Car Park boundary hedge and way forward. (Clerk agreed to put on CL&E the following week).
- Cllr David Fitt reported a couple of issues that he is dealing with locally (overgrown footpaths at Chedworth and National Grid vehicles blocking pavements).

- Cllr Paul Hulbert informed members that the new notice boards for Wapley Bushes have now been ordered (they were paid for upfront), he also reported that following recent meeting of WBCG they are taking out additional insurance against damage / vandalism of new notice boards and interpretation boards (x4) – and they have also amended their constitution given that Southwold arm of Avon Wildlife Trust is being wound up.
- Clerk informed members that Sally Pattison will be carrying out cowslip planting within the parish later in month, and that there would be an agenda item regarding help with storage for 1st Abbotswood Scouting Group on CL&E.
- At the beginning of month one of the Ground Staff – tendered resignation – they will be retiring after 8 years service. Members will note that position is being advertised, and that Jon will retire mid December.
- Finally Clerk informed members that office is short staffed currently....so please be patient – and note things possibly taking longer than normal.

With the time being 9:30pm – members voted to continue with the meeting.

Meeting went into closed session for approval of Confidential Minutes (from 2ND September 2024) and to receive report following Staffing & Personnel Committee Meeting.

350/24 STAFFING & PERSONNEL COMMITTEE MEETING REPORT – this item is minuted confidentially

Closed session ended

As there was no further business the meeting was closed at 9.45pm – with Chair thanking everyone for attending and apologizing for running over.

Next meeting of Full Council – 18th November 2024

SignedChair

Date 18th November 2024

APPENDIX 1

Updated Committee Membership

CLE = Community, Leisure and Environment

P & T = Planning and Transport

F & GP = Finance and General Purposes

S & P = Staffing and Personnel (elected in May each year).

COUNCILLOR	C L & E	P & T	F & G P	S & P
Richard Evans	Yes	Yes	Yes	Yes
Bob Graham	NO	Yes	Yes	NO
Louise Harris	Yes	NO	NO	NO
Christine Howard	Yes	Yes	Yes	Yes
Paul Hulbert	Yes	Yes	Yes	NO
Sarah Hurley	Yes	Yes	NO	NO
Adrian Hutton	Yes	Yes	Yes	Yes
Sandra Jee	Yes	Yes	Yes	NO
Jean Thomas	Yes	Yes	NO	NO
Chris Zapata	Yes	Yes	Yes	Yes
Laura Pearson Tong	Yes	NO	Yes	Yes
David Fitt	Yes	Yes	Yes	Yes
Karl Tomasin	Yes	No	Yes	No
Oliver Lodge	Yes	Yes	Yes	No
VACANT	-	-	-	-
Number of cllrs required for Quorum	5	4	4	3

APPENDIX 2

Ward Cllr Cheryl Kirby Report

For me, the biggest ‘flag up’, is the M4 closure this weekend – it will be significant and very busy on the roads!!

Take care!

Fly Tipping & Residents Duty of Care

SGC held a teams session for councillors to allow the Enforcement Team to give a bit of oversight on what their team does, and the types of incidents they cover.

It was a very interesting session, and it was good to get to know the people at the council, who deal with this on a daily basis.

It was also good to get some points of contact, re fly tipping.

They also shared some successes they have had, regarding investigating fly tipping incidents, and how they have been giving advice to other authorities on how/why they are so successful.-

Avon & Somerset Police

Attended a Teams session given by Avon & Somerset Police, which was very interesting and thought provoking.

Councillors asked if it was possible to have a visit to their Control, Centre, which would be very exciting, and it is being considered.

Avon & Somerset Police also operate a scheme called 'Ride Along', which is advertised on their website and is available to anyone, with a few checks to go through.

It is an opportunity to observe police officers or staff for a single shift.

There are three options to choose from:

- Communications Centre;
- Neighbourhood Policing Team, and
- Response.

NB – The Response Team deal with any number of jobs and incidents in a shift, such as vulnerable people, sudden deaths, anti-social behaviour, missing people, and taking people into custody.

I have applied to observe the Neighbourhood Policing Team in Chipping Sodbury.

I also thanked the police for attending community events in the area during the last year, bringing their welcomed presence into the community.

There is also the Avon & Somerset Police – Police and Crime Plan 2024-2029 Consultation, with a closing date of 21st October 2024.

Avon Fire & Rescue

Another very interesting session for councillors, this time from Avon Fire & Rescue.

It was a useful session in that their areas of priorities were updated to councillors, and developing areas, such as the ramifications from the Grenfell Disaster, which are being considered.

Health Scrutiny Committee

Attended a Health Scrutiny Committee Meeting, which was so interesting, it overran by 2 hours!

I also had the opportunity to raise questions about Abbotswood Surgery and opening hours, with a written response promised.

Another question was raised about concerns regarding the mass vaccination process at one of Yate's surgeries, which caused traffic chaos – another one where a written response is awaited.

Also, it was flagged up that the flu season has arrived, somewhat earlier than usual, and appears to be worse for young people, at the moment.

Scrutiny Committee – attended that, as usual.

Audit & Accounts Committee – attended for the appropriate scrutiny/update on developments/budgets/etc.

Taxi Licensing

Attended a couple of Licensing cases.

Also managed to visit Broad Lane Depot to watch a taxi inspection carried out, to better understand the work the Licensing Team do, in relation to the education and licensing of taxis in South Gloucestershire.

Cessation of Smoking Session

I also attended a Teams session regarding '*Public Health Spotlight on recent developments within smoking cessation and tobacco control*'

Again, another interesting session, especially as recent legislation is now requiring more work/controls being carried out on highlighting cessation of smoking, but also vapes.

The message that SGC is trying to promote is, if you smoke, then vaping is (slightly) better, if you don't smoke, then don't vape!

Also, it has been noted that vapes are being aimed/sold primarily at school children – colourful packing (bubble gum colours), next to sweet counters – and they have no controls, unlike tobacco, which is kept in locked cabinets, etc.

SGC have received some funding to tackle this, and are now planning to how they will tackle this.

I did flag up that town and parish councils are also key to promoting this message, through their youth activities and facilities, and *please* not to forget them, as we can all work together, right across the county.

They did promise to factor that into their planning.

Watch this space!

Usual residents' queries

APPENDIX 3

DODINGTON PARISH COUNCIL

CO-OPTION POLICY

INTRODUCTION

In the event of an uncontested election leaving vacant seats on the Parish Council– or a by election not being called following a vacancy(ies) mid term Dodington Parish Council will co-opt membership to the Council in accordance with legislation as defined in the Local Elections (Parishes and Communities) (England and Wales) Rules 2006, SI 2006/3305 r 8(3) and the Local Government Act 1972 Sch 12, para 3. Due and fair consideration will also be given to advice and guidance as provided by bodies such as

(but not limited to) the National Association for Local Councils (NALC), Avon Local Councils Association (ALCA) and the Society of Local Council Clerks (SLCC).

Dodington Parish Council will follow a process which is fair, open and transparent and in compliance with the Equality Act 2010.

QUALIFYING CRITERIA

Individuals must meet the eligibility criteria in accordance with the LGA 1972, s79 and must be:

- A British subject, or a citizen of the Commonwealth or the European Union AND
- On the 'relevant date 1' (ie the day on which you are nominated, or if there is a poll on the day of the election – or for process of co-option the relevant date is deemed as being the date on which the application is submitted by applicant) be 18 years of age or over;

ALSO

- Be a local government elector for the Council area for which you want to stand on the 'relevant date' OR
- Have occupied as owner or tenant any land or other premises in the Council area during the whole 12 months preceding that day OR
- Had your principal or only place of work in the Council area during that same period, OR
- Have resided in the Council area during that 12-month period OR
- Have lived within 4.8km (3 miles) of the Council area for the whole of the 12 months preceding the 'relevant date'.

You may be disqualified as a candidate if:

- You are employed by the parish / community council or hold a paid office under the parish / community council (including joint boards or committees).
- You have been declared bankrupt in the last five years and have not repaid your debts.
- You have been convicted of a criminal offence and sentenced to at least three months imprisonment (including any suspended sentence) within the previous five years.
- You are disqualified due to corrupt practices under the Representation of the People Act 1983 or the Audit Commission Act.

ADVERTISING THE CO-OPTION

The Parish Council will advertise and promote the vacancy(ies) for co-option as follows:

- In the Parish Council public notice boards
- On the Parish Council website
- Using Social Media (Facebook)

- Depending on time of year – Annual Newsletter

The co-option notice / advertisement will include the following details:

- The method by which applications can be made
- The qualifying criteria
- The closing date for all applications (not less than 4 weeks from the date of advert)
- A contact point to obtain more information (normally the Parish Clerk)
- Provide details of how to find further information either electronically or in a paper format
- The date of the meeting when the co-option is to be made

APPLYING FOR CO-OPTION

- 1) Candidates will be requested to attend a Full Council Meeting and 2 committee meetings to find out more about DPC and then if still interested complete an application form (either by hand or electronically).
- 2) The application form requires candidates to complete a signed undertaking confirming that they meet the eligibility requirements as per those detailed above. This will form part of the application process and failure to complete this may render the co-option application invalid.
- 3) Candidates will be made aware that canvassing of Council members and / or providing false information on the application form will disqualify them from standing for the vacancy.
- 4) Completed applications must be submitted to the Parish Clerk by 5pm on the closing date. Late applications will not be accepted.
- 5) Following the closing date for applications, all eligible candidate applications will be reviewed by the panel * and a shortlist made. Shortlisted candidates will be invited to attend an interview before a panel * appointed by Full Council. A recommendation to appoint the preferred candidate will be presented to the next meeting of Full Council at which co-option will be considered.
- 6) The co-option process will be determined in a public session of a Full Council meeting and a special agenda item will be set aside where the preferred candidate will be made a Councillor by resolution.
- 7) If the candidate is a relative of a Parish Councillor, that Councillor may declare a prejudicial interest and withdraw from the meeting.
If there is more than one vacancy and the number of candidates equals the number of vacancies, all the vacancies may be filled by a single composite resolution.
- 8) The Council is not obliged to fill all vacancies, and if it does not, will take steps to advertise for further co-options.

- 9) Successfully co-opted candidates become Councillors in their own right, with immediate effect (subject to the signing of the declaration of acceptance of office to agree to be bound by the Council's adopted Code of Conduct), and are no different to any other member.
- 10) Any application can be considered in the candidate(s) absence at the Full Council meeting, but if successful, members would need to agree for them to sign the declaration of office either before or at the next meeting of the Full Council before they can act as a councillor.
- 11) As soon as practicable following their co-option, any newly co-opted members will be invited to attend an induction session with the Parish Clerk / Deputy Clerk. This should take place where possible before the next Full Council meeting.
- 12) The newly co-opted member will also be required to complete a Register of Interests form and submit to the Monitoring Officer at South Gloucestershire Council within 28 days of being co-opted onto the Parish Council

APPENDIX 4

BUDGET 2025 – 26 TIMETABLE

<u>DATE</u>	<u>MEETING</u>	<u>NOTES</u>
Mon 14 th Oct 2024	Full Council	To receive Timetable and initial recommendations following Budget Sessions
Mon 21 st Oct 2024	Community, Leisure & Environment	First round of Committee Meetings where Objectives are reviewed to enable more accurate forecasting List further info required
Mon 28 th Oct 2024	Planning & Transport	First round of Committee Meetings where Objectives are reviewed to enable more accurate forecasting List further info required
Mon 4 th Nov 2024	Finance & General Purposes	First round of Committee Meetings where Objectives are reviewed to enable more accurate forecasting List further info required
Mon 18 th Nov 2024	Full Council	To receive updated Committee Objectives –

		note extra info required and look at first draft of budget
Mon 25 th Nov 2024	Community Leisure & Environment	Second round of Committee Meetings – looking in more details at costs and forward budgeting
Mon 2 nd = Dec 2024	Planning & Transport	Second round of Committee Meetings – looking in more details at costs and forward budgeting
Mon 9 th Dec 2024	Finance & General Purposes	Second round of Committee Meetings – looking in more details at costs and forward budgeting
Mon 16 th Dec 2024	Staffing & Personnel	Second round of Committee Meetings – looking in more details at costs and forward budgeting
Mon 13 th Jan 2025	Full Council	To receive 2 nd draft of Budget – and review precept for 2025 – 26
Mon 20 th Jan 2025	Full Council	To finalise and approve Budget – and Agree Precept Demand
Week Spare	If Necessary	For final Decision

Budget to be approved and Precept Demand to SGC by 31st January 2025.