




1. **Timetable of Meetings 2023/2024** (Pages 2 - 3)

BOROUGH COUNCIL OF KING'S LYNN AND WEST NORFOLK

RECORD OF DECISION TAKEN BY OFFICERS UNDER DELEGATED POWERS

This is a record of a decision taken by an officers under delegated powers and where necessary taken in consultation with members and officers.

REPORT TITLE: **Timetable of Meetings – 2023 / 2024**

<p>Delegated Power Specify the particular delegated power being exercised by reference to the Delegation Scheme or Cabinet minute and date.</p> <p>Scheme of delegation 1.3.1 – Timetable of Meetings 2023 / 2024</p>
<p>Decision Taken Specify precise details of the decision taken</p> <p>Agreeing the Timetable of Meetings for the Municipal Year</p>
<p>Reasons for the Decision Specify all reasons for taking the decision</p> <p>Setting the timetable for the year permits rooms to be booked when required and dates in diaries to permit Council business to be maintained.</p>
<p>Options considered</p> <p>The timetable is prepared along the lined of that agreed in previous years. The Leader, Chairs, Vice-Chairs, Management Team and Assistant Directors have been consulted.</p>
<p>Any declarations of interest and details of any dispensations granted in respect of interests.</p> <p>None.</p>
<p>List of Background papers</p> <p>Previous timetables</p>
<p>Authorisation Post Held Debbie Gates, Executive Director</p> <p>Signature </p> <p>Date 01/02/2023.</p>
<p>Consultation with members/officers If the decision is taken following consultation with the members/officers, please give details:</p> <p>Signed by Member as consulted: S Dark </p> <p>Date 02/02/2023 </p>

Calendar of Meetings 2023 / 2024

	2023								2024			
	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Monday	1 BANK HOLIDAY		3 PLANNING			2 PLANNING			1 HOLIDAY			1 EASTER MONDAY
Tuesday	2		4	1 CABINET		3 E&C			2			2
Wednesday	3		5	2		4	1		3 E&C			3
Thursday	4 BOROUGH & PARISH	1	6 PCSV	3 PC SV		5 PC SV	2		4 CPP	1 JOINT PANELS -		4
Friday	5	2	7	4	1	6	3	1	5	2	1	5
Monday	8 BANK HOLIDAY	5 PLANNING	10	7 AUDIT	4 PLANNING	9	6 PLANNING	4 PLANNING	8 PLANNING	5 PLANNING	4 PLANNING	8 PLANNING
Tuesday	9	6 E&C	11	8	5	10	7	5 CABINET	9 R&D	6 CABINET	5 CABINET	9 E&C
Wednesday	10	7	12	9	6	11	8	6	10	7	6	10 CPP
Thursday	11	8 PC SV	13 COUNCIL	10	7 PC SV	12	9 PC SV	7 PC SV	11 PC SV	8 PC SV	7 PC SV	11 PC SV
Friday	12	9	14	11	8	13	10	8	12	9	8	12
Monday	15	12	17	14	11 CPP	16 CPP	13 CPP	11	15 CABINET	12	11 AUDIT	15
Tuesday	16	13 R&D	18 E&C	15	12 R&D	17 R&D	14 E&C	12	16 AUDIT	13	12	16 R&D
Wednesday	17	14 CPP	19	16	13	18	15	13	17	14	13	17
Thursday	18 ANNUAL COUNCIL	15	20	17	14	19 COUNCIL	16 KLACC (SE)	14	18	15	14 KLACC	18
Friday	19	16	21	18	15	20	17	15	19	16	15	19
Monday	22	19	24 CPP	21	18 AUDIT	23	20	18	22	19	18	22
Tuesday	23	20 CABINET	25 R&D	22	19	24	21	19	23	20 R&D	19	23 CABINET
Wednesday	24	21 AUDIT	26	23	20	25	22	20	24	21	20	24
Thursday	25	22	27	24 COUNCIL	21 KLACC	26	23 COUNCIL	21	25	22 COUNCIL	21 COUNCIL	25
Friday	26	23	28	25	22	27	24	22	26	23	22	26
Monday	29 BANK HOLIDAY	26	31 PLANNING	28 BANK HOLIDAY	25	30	27 AUDIT	25 HOLIDAY	29 KLACC	26 CPP	25	29
Tuesday	30	27		29 E&C	26 CABINET	31 CABINET	28 R&D	26 HOLIDAY	30	27 E&C	26	30
Wednesday	31	28		30	27		29	27 HOLIDAY	31 COUNCIL	28	27	
Thursday		29 KLACC		31	28		30	28 HOLIDAY		29	28	
Friday		30			29			29 HOLIDAY			29 GOOD FRIDAY	

KEY:

CAB = Cabinet
KLACC - King's Lynn Area Consultative Committee
AC = Audit Committee
R&D = Regeneration & Development Panel
E&C = Environment & Community Panel

PC = Planning Committee	Half Term, Christmas and Easter
PC SV = Planning Committee Site Visits	
CPP = Corporate Performance Panel	
COUNCIL = Council	May - Borough & Parish Elections
ANNUAL COUNCIL	