

## **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.

<b>REPORT TITLE:</b>	Timetable of Meetings- 2025/2026
<b>OPEN/EXEMPT</b>	Open
<b>LEAD OFFICER</b>	Sam Winter
<b>IS DECISION SUBJECT TO CALL IN?:</b>	No
<b>DATE DECISION ADVERTISED:</b>	4 <sup>th</sup> December 2024
<b>DATE OF DECISION:</b>	4 <sup>th</sup> December 2024
<b>DEADLINE FOR CALL IN:</b>	N/A
<b>PRE-SCREENING EQUALITY IMPACT ASSESSMENT COMPLETED:</b>	YES/NO

#### **Delegated Power**

Scheme of delegation 1.3.1 – Timetable of Meetings 2024 / 2025

#### **Decision Taken**

Agreeing the Timetable of Meetings for the Municipal Year 2025/2026

#### **Reasons for the Decision**

Setting the timetable for the year permits rooms to be booked when required and dates in diaries to permit Council business to be maintained

#### **Details of alternative options, if any, considered and rejected.**

None.

**Any declarations of interest and details of any dispensations granted in respect of interests (in relation to officers and any Members consulted).**

None

**List of Background papers**

Previous timetables

**Authorisation**

Post Held: Becky Box, Assistant Director Central Services

Signature



Date

3/12/24

**Consultation with members/officers**

**If the decision is taken following consultation with the members/officers, please give details:**

**Name of Members/officers consulted:**

Chief Executive  
Executive Director  
Senior Leadership Team  
Councillor A Beales  
Councillor S Ring  
Chair and Vice Chairs of all Panels and Committees.

**Signed by Member/officer as consulted: Councillor A Beales**



Date

04-12-24