

A.3 APPENDIX

TIMETABLE OF MEETINGS – 2024/2025 MUNICIPAL YEAR (& PART WAY BEYOND)

2024

Body	Time	Day	Date	Notes
ANNUAL COUNCIL (Already agreed)	7.30 p.m.	Tuesday	30 April	
Planning Committee	5.00 p.m.	Tuesday	14 May	Note 8
COUNCILLOR DEVELOPMENT SESSION	6.00 p.m.	Wednesday	15 May	
Cabinet	10.30 a.m.	Friday	17 May	
Freeport East Portfolio Holder Working Party	4.00 p.m.	Monday	20 May	
COUNCIL	7.30 p.m.	Tuesday	21 May	
ALL MEMBERS' BRIEFING	6.00 p.m.	Wednesday	22 May	
Planning Committee	5.00 p.m.	Tuesday	11 June	
Levelling Up Fund & Capital Regeneration Projects Portfolio Holder Working Party	2.00 p.m.	Monday	17 June	
Resources and Services Overview & Scrutiny Committee	7.30 p.m.	Tuesday	18 June	
COUNCILLOR DEVELOPMENT SESSION	6.00 p.m.	Wednesday	19 June	
Cabinet	10.30 a.m.	Friday	21 June	
ALL MEMBERS' BRIEFING	6.00 p.m.	Wednesday	26 June	
Audit Committee	10.30 a.m.	Thursday	27 June	
Community Leadership Overview & Scrutiny Committee	7.30 p.m.	Tuesday	2 July	
Planning Committee	5.00 p.m.	Tuesday	9 July	
Standards Committee	10.00 a.m.	Wednesday	10 July	
Human Resources & Council Tax Committee	7.30 p.m.	Thursday	11 July	
COUNCIL	7.30 p.m.	Tuesday	16 July	
Cabinet	10.30 a.m.	Friday	19 July	
Planning Policy & Local Plan Committee	6.00 p.m.	Tuesday	23 July	
ALL MEMBERS' BRIEFING	6.00 p.m.	Wednesday	24 July	
Freeport East Portfolio Holder Working Party	4.00 p.m.	Monday	29 July	
Planning Committee	5.00 p.m.	Tuesday	6 August	
ALL MEMBERS' BRIEFING	6.00 p.m.	Wednesday	21 August	
COUNCILLOR DEVELOPMENT SESSION	6.00 p.m.	Wednesday	28 August	
Resources and Services Overview & Scrutiny Committee	7.30 p.m.	Tuesday	3 September	
Levelling Up Fund & Capital Regeneration Projects Portfolio Holder Working Party	2.00 p.m.	Thursday	5 September	
Planning Committee	5.00 p.m.	Tuesday	10 September	
COUNCIL	7.30 p.m.	Tuesday	17 September	
Cabinet	10.30 a.m.	Friday	20 September	
ALL MEMBERS' BRIEFING	6.00 p.m.	Wednesday	25 September	
Audit Committee	10.30 a.m.	Thursday	26 September	
Freeport East Portfolio Holder Working Party	4.00 p.m.	Monday	30 September	
Planning Committee	5.00 p.m.	Tuesday	8 October	
Standards Committee	10.00 a.m.	Wednesday	9 October	
Planning Policy & Local Plan Committee	6.00 p.m.	Thursday	10 October	
Community Leadership Overview & Scrutiny Committee	7.30 p.m.	Tuesday	15 October	
Human Resources & Council Tax Committee	7.30 p.m.	Thursday	17 October	
Cabinet	10.30 a.m.	Friday	18 October	
ALL MEMBERS' BRIEFING	6.00 p.m.	Wednesday	23 October	
Planning Committee	5.00 p.m.	Tuesday	5 November	
Levelling Up Fund & Capital Regeneration Projects Portfolio Holder Working Party	2.00 p.m.	Thursday	7 November	
Cabinet	10.30 a.m.	Friday	15 November	
ALL MEMBERS' BRIEFING	6.00 p.m.	Wednesday	20 November	
COUNCIL	7.30 p.m.	Tuesday	26 November	

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COUNCILLOR DEVELOPMENT SESSION	6.00 p.m.	Wednesday	27 November	
Freeport East Portfolio Holder Working Party	4.00 p.m.	Monday	2 December	
Planning Committee	5.00 p.m.	Tuesday	3 December	
Planning Policy & Local Plan Committee	6.00 p.m.	Tuesday	10 December	
Resources and Services Overview & Scrutiny Committee	7.30 p.m.	Tuesday	17 December	
ALL MEMBERS' BRIEFING	6.00 p.m.	Wednesday	18 December	
Cabinet	10.30 a.m.	Friday	20 December	

2025

Resources and Services Overview & Scrutiny Committee (INFORMAL)	7.30 p.m.	Monday	6 January	Note 1
Planning Committee	5.00 p.m.	Tuesday	7 January	
Community Leadership Overview & Scrutiny Committee (INFORMAL)	7.30 p.m.	Wednesday	8 January	Note 1
Resources and Services Overview & Scrutiny Committee	7.30 p.m.	Monday	13 January	Note 2
Community Leadership Overview & Scrutiny Committee	7.30 p.m.	Tuesday	14 January	Note 2
ALL MEMBERS' BRIEFING	6.00 p.m.	Wednesday	15 January	
COUNCIL	7.30 p.m.	Tuesday	21 January	

COUNCILLOR DEVELOPMENT SESSION	6.00 p.m.	Wednesday	22 January	
Community Leadership Overview & Scrutiny Committee	7.30 p.m.	Tuesday	28 January	
Audit Committee	10.30 a.m.	Thursday	30 January	
Cabinet	10.30 a.m.	Friday	31 January	Note 3
Planning Committee	5.00 p.m.	Tuesday	4 February	
Standards Committee	10.00 a.m.	Wednesday	5 February	
COUNCIL (Budget & Council Tax setting)	7.30 p.m.	Tuesday	11 February	Note 4
Cabinet (PROVISIONAL)	10.30 a.m.	Wednesday	19 February	Note 5
ALL MEMBERS' BRIEFING	6.00 p.m.	Wednesday	19 February	
Cabinet	10.30 a.m.	Friday	21 February	
Human Resources & Council Tax Committee	7.30 p.m.	Monday	24 February	Note 6
Planning Policy & Local Plan Committee	6.00 p.m.	Wednesday	26 February	
COUNCIL (PROVISIONAL)	7.30 p.m.	Thursday	27 February	Note 7

Planning Committee	5.00 p.m.	Tuesday	4 March	
Resources and Services Overview & Scrutiny Committee	7.30 p.m.	Tuesday	11 March	
COUNCILLOR DEVELOPMENT SESSION	6.00 p.m.	Wednesday	12 March	
Cabinet	10.30 a.m.	Friday	14 March	
COUNCIL	7.30 p.m.	Tuesday	25 March	

ALL MEMBERS' BRIEFING	6.00 p.m.	Wednesday	26 March	
Audit Committee	10.30 a.m.	Thursday	27 March	
Planning Committee	5.00 p.m.	Tuesday	1 April	
Planning Policy & Local Plan Committee	6.00 p.m.	Tuesday	8 April	
Standards Committee	10.00 a.m.	Wednesday	9 April	
Cabinet	10.30 a.m.	Friday	11 April	
Community Leadership Overview & Scrutiny Committee	7.30 p.m.	Tuesday	15 April	
ALL MEMBERS' BRIEFING	6.00 p.m.	Wednesday	16 April	
ANNUAL MEETING OF THE COUNCIL	7.30 p.m.	Tuesday	29 April	

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2025/2026 MUNICIPAL YEAR

(Provisional dates for early cycles of meetings in 2025/2026 – for information only, subject to change)

Body	Time	Day	Date	Notes
Cabinet	10.30 a.m.	Friday	9 May	
Planning Committee	5.00 p.m.	Tuesday	13 May	
COUNCILLOR DEVELOPMENT SESSION	6.00 p.m.	Wednesday	14 May	
COUNCIL	7.30 p.m.	Tuesday	20 May	

ALL MEMBERS' BRIEFING	6.00 p.m.	Wednesday	21 May	
Cabinet	10.30 a.m.	Friday	6 June	
Planning Committee	5.00 p.m.	Tuesday	10 June	
Resources and Services Overview & Scrutiny Committee	7.30 p.m.	Tuesday	17 June	
COUNCILLOR DEVELOPMENT SESSION	6.00 p.m.	Wednesday	18 June	
ALL MEMBERS' BRIEFING	6.00 p.m.	Wednesday	25 June	
Audit Committee	10.30 a.m.	Thursday	26 June	
Community Leadership Overview & Scrutiny Committee	7.30 p.m.	Tuesday	1 July	

Cabinet	10.30 a.m.	Friday	4 July	
Planning Committee	5.00 p.m.	Tuesday	8 July	
Standards Committee	10.00 a.m.	Wednesday	9 July	
Human Resources & Council Tax Committee	7.30 p.m.	Thursday	10 July	
COUNCIL	7.30 p.m.	Tuesday	15 July	

ALL MEMBERS' BRIEFING	6.00 p.m.	Wednesday	23 July	
Cabinet	10.30 a.m.	Friday	1 August	
Planning Committee	5.00 p.m.	Tuesday	5 August	
ALL MEMBERS' BRIEFING	6.00 p.m.	Wednesday	20 August	
COUNCILLOR DEVELOPMENT SESSION	6.00 p.m.	Wednesday	27 August	
Planning Committee	5.00 p.m.	Tuesday	2 September	
Resources and Services Overview & Scrutiny Committee	7.30 p.m.	Tuesday	9 September	
COUNCIL	7.30 p.m.	Tuesday	16 September	
ALL MEMBERS' BRIEFING	6.00 p.m.	Wednesday	24 September	
Audit Committee	10.30 a.m.	Thursday	25 September	
Cabinet	10.30 a.m.	Friday	26 September	

Notes

1. Informal Meeting arranged to allow the Overview & Scrutiny Committee to conduct pre-scrutiny on the Cabinet's Financial Forecast and initial budget and special expenses proposals.
2. Extra Meetings arranged to allow the Overview & Scrutiny Committees to consider and then formally comment on the Cabinet's Financial Forecast and initial budget and special expenses proposals. Also, to allow the Committees to discuss those proposals with Portfolio Holders.

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Portfolio Holders are requested to reserve these dates in their diaries in the likelihood that the meeting will take place.

3. At this meeting Cabinet will approve its final proposals in relation to the Council's Budget and Council Tax precept for 2024/25 for submission to Full Council.
4. Meeting of the Council to approve the Cabinet's budget proposals and set the Council Tax for Tendring District Council but excluding County, Fire and Police Council Tax calculations.
5. Provisional extra meeting of the Cabinet arranged in order to allow the Cabinet to meet and consider the Council's objections/amendments to the Budget (which may arise following the Council meeting referred to in note 7 above.)
6. Meeting to formally confirm the County, Fire and Police precepts on the Council's Collection Fund and for each Council Tax band in the parished and unparished areas of the District.
7. Provisional extra meeting of the Council arranged in order to allow the Council to meet and consider the Cabinet's revised budget proposals or the Cabinet's disagreement with the Council's budget objections (which may arise following the meetings referred to in notes 4 and 5 above.)
8. The start time for this meeting and all subsequent meetings of the Planning Committee in 2024/25 and beyond is subject to confirmation by Full Council at its meeting due to be held on 19 March 2024.