

PROCEDURES COMMITTEE

19 September 2024

Present:-

Councillors F Biederman, J Hart (Chair), S Hughes, Y Atkinson and J McInnes

Councillor C Leaver (remote attendance)

Apologies:-

Councillors J Hodgson, C Whitton and F Letch MBE

* **71** **Declarations of Interest**

The Chair reminded Members they should declare any interests they may have in any item to be considered, prior to any discussion taking place on that item. The details of District and or Town and Parish Twin Hatters was on the attached list - [County councillors who are also district, borough, city, parish or town councillors](#)

* **72** **Minutes**

It was **MOVED** by Councillor Hughes, **SECONDED** by Councillor Hart, and

RESOLVED that the minutes of the meeting held on 25 July 2024 be signed as a correct record.

* **73** **Items requiring urgent attention**

There was no item raised as a matter of urgency.

* **74** **Draft Calendar of Council Meetings for 2025/2026**

The Committee considered the draft calendar of meetings for 2025/26 prepared in line with the pattern of previous years, known determinants and relevant factors. Finance and other officers had been consulted to ensure the calendar was compliant with relevant legislation and requirements, for example Audit and Budget cycles.

The Committee noted that the budget cycle had been pushed back as far as was possible in terms of Scrutiny Committee meetings and Budget Consultations in order to support the finance process as part of budget setting.

The calendar also included Scrutiny masterclasses and Member Development and networking sessions and a recognition of the 2025 Quadrennial Elections, Results Day and the first Member Induction day.

Members supported the proposal to move all afternoon meetings to a 2.00pm start rather than 2.15pm.

It was further suggested that a scheduled break takes place two hours into the Full Council meetings.

Members discussed the timings of Transport Appeals and the rationale for Scrutiny meetings taking place in the mornings, previously moved from afternoon timings.

It was **MOVED** by Councillor Hart, **SECONDED** by Councillor Biederman, and

RESOLVED that the draft Calendar for 2025/2026 be approved for publication.

NOTES:

1. *Minutes should always be read in association with any Reports for a complete record.*
2. *If the meeting has been webcast, it will be available to view on the [webcasting site](#) for up to 12 months from the date of the meeting*

* **DENOTES DELEGATED MATTER WITH POWER TO ACT**

The Meeting started at 10.35 am and finished at 10.48 am