

## Keighley Town Council - Meeting Schedule 2017/18

The meeting schedule has been developed in accordance with the delegation approved by full Council in March 2017. There are a total of 89 meetings scheduled in the calendar including Full Council and public meetings. Each meeting will be provided with Officer attendance as required

TC/RFO	Town Clerk/Responsible Financial Officer	47 meetings
DTC	Deputy Town Clerk	40 meetings
AO	Allotments Officer	5 meetings

**Note:** There are no scheduled meeting's during August except Planning which is to be confirmed.

Type	Date	Day	Officer	Venue	Time
<b>Public Meetings - Held quarterly</b>					
Public Meeting	28/06/2017	Wednesday 28 June 2017	TC / DTC	Civic Centre	10.30am
Public Meeting	20/09/2017	Wednesday 20 September 2017	TC / DTC	Civic Centre	6.00pm
Public Meeting	13/12/2017	Wednesday 13 December 2017	TC / DTC	Civic Centre	10.30am
Public Meeting - Annual Town Meeting	03/05/2018	Thursday 03 May 2018	TC / DTC	Civic Centre	7.00pm

<b>Annual Meeting - Mayor making</b>					
Annual Meeting of the Town Council	17/05/2018	Thursday 17 May 2018	TC / RFO	Council Chamber	6.30pm

<b>Allotments and Landscapes Committee - 3rd Monday (bi-monthly)</b>					
AL	12/06/2017	Monday 12 June 2017	AO & TC	Council Chamber	6.00pm
AL	11/09/2017	Monday 11 September 2017	AO & TC	Council Chamber	6.00pm
AL	13/11/2017	Monday 13 November 2017	AO & TC	Council Chamber	6.00pm
AL	12/02/2018	Monday 12 February 2018	AO & TC	Council Chamber	6.00pm
AL	09/04/2018	Monday 09 April 2018	AO & TC	Council Chamber	6.00pm

<b>Civic Centre &amp; Strategy committee - 1st Wednesday (monthly)</b>					
CCS	07/06/2017	Wednesday 07 June 2017	TC & DTC	Brigg Room	6.00pm
CCS	05/07/2017	Wednesday 5 July 2017	TC & DTC	Brigg Room	6.00pm
CCS	06/09/2017	Wednesday 06 September 2017	TC & DTC	Brigg Room	6.00pm
CCS	04/10/2017	Wednesday 04 October 2017	TC & DTC	Brigg Room	6.00pm
CCS	01/11/2017	Wednesday 01 November 2017	TC & DTC	Brigg Room	6.00pm
CCS	06/12/2017	Wednesday 06 December 2017	TC & DTC	Brigg Room	6.00pm
CCS	10/01/2018	Wednesday 10 January 2018	TC & DTC	Brigg Room	6.00pm
CCS	07/02/2018	Wednesday 07 February 2018	TC & DTC	Brigg Room	6.00pm
CCS	07/03/2018	Wednesday 07 March 2018	TC & DTC	Brigg Room	6.00pm
CCS	11/04/2018	Wednesday 11 April 2018	TC & DTC	Brigg Room	6.00pm

<b>Community Development Committee - (as required as per agreed timetable)</b>					
CD	22/06/2017	Thursday 22 June 2017	TC	Brigg Room	6.00pm
CD	12/09/2017	Tuesday 12 September 2017	TC	Brigg Room	6.00pm
CD	15/11/2017	Wednesday 15 November 2017	TC	Brigg Room	6.00pm
CD	13/02/2018	Tuesday 13 February 2018	TC	Brigg Room	6.00pm
CD	18/04/2018	Wednesday 18 April 2018	TC	Brigg Room	6.00pm

<b>Complaints Committee - Meet as and when required</b>					
Complaints	27/06/2017	To be confirmed (subject to any business matters)			

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DTC	Deputy Town Clerk	40 meetings
AO	Allotments Officer	5 meetings

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Type	Date	Day	Officer	Venue	Time
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<b>Events and Leisure Committee - 1st Thursday (bi-monthly)</b>					
EL	01/06/2017	Thursday 01 June 2017	DTC	Brigg Room	6.00pm
EL	07/09/2017	Thursday 07 September 2017	DTC	Brigg Room	6.00pm
EL	02/11/2017	Thursday 02 November 2017	DTC	Brigg Room	6.00pm
EL	01/02/2018	Thursday 01 February 2018	DTC	Brigg Room	6.00pm
EL	12/04/2018	Thursday 12 April 2018	DTC	Brigg Room	6.00pm

<b>Finance and Audit Committee - 3rd Monday (monthly)</b>					
FA	19/06/2017	Monday 19 June 2017	TC / RFO	Brigg Room	6.00pm
FA	17/07/2017	Monday 17 July 2017	TC / RFO	Brigg Room	6.00pm
FA	18/09/2017	Monday 18 September 2017	TC / RFO	Brigg Room	6.00pm
FA	16/10/2017	Monday 16 October 2017	TC / RFO	Brigg Room	6.00pm
FA	20/11/2017	Monday 20 November 2017	TC / RFO	Brigg Room	6.00pm
FA	18/12/2017	Monday 18 December 2017	TC / RFO	Brigg Room	6.00pm
FA	15/01/2018	Monday 15 January 2018	TC / RFO	Brigg Room	6.00pm
FA	19/02/2018	Monday 19 February 2018	TC / RFO	Brigg Room	6.00pm
FA	19/03/2018	Monday 19 March 2018	TC / RFO	Brigg Room	6.00pm
FA	16/04/2018	Monday 16 April 2018	TC / RFO	Brigg Room	6.00pm

<b>Human Resources Committee - Quarterly</b>					
HR	13/06/2017	Tuesday 13th June 2017	TC	Brigg Room	6.00pm
HR	10/10/2017	Tuesday 10 October 2017	TC	Brigg Room	6.00pm
HR	16/01/2018	Tuesday 16 January 2018	TC	Brigg Room	6.00pm
HR	17/04/2018	Tuesday 17 April 2018	TC	Brigg Room	6.00pm

<b>Keighley Town Mayors Charitable Trust</b>					
Mayors Charitable Trust	11/07/2017	Tuesday 11 July 2017	TC / RFO	Civic Centre	TBC

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Type	Date	Day	Officer	Venue	Time
<b>Planning Committee - Held fortnightly every Tuesday</b>					
P	23/05/2017	Tuesday 23 May 2017	DTC	Brigg Room	6.00pm
P	06/06/2017	Tuesday 06 June 2017	DTC	Brigg Room	6.00pm
P	20/06/2017	Tuesday 20 June 2017	DTC	Brigg Room	6.00pm
P	04/07/2017	Tuesday 04 July 2017	DTC	Brigg Room	6.00pm
P	18/07/2017	Tuesday 18 July 2017	DTC	Brigg Room	6.00pm
P	01/08/2017	Tuesday 01 August 2017	DTC	Brigg Room	6.00pm
P	05/09/2017	Tuesday 05 September 2017	DTC	Brigg Room	6.00pm
P	19/09/2017	Tuesday 19 September 2017	DTC	Brigg Room	6.00pm
P	03/10/2017	Tuesday 03 October 2017	DTC	Brigg Room	6.00pm
P	17/10/2017	Tuesday 17 October 2017	DTC	Brigg Room	6.00pm
P	31/10/2017	Tuesday 31 October 2017	DTC	Brigg Room	6.00pm
P	14/11/2017	Tuesday 14 November 2017	DTC	Brigg Room	6.00pm
P	28/11/2017	Tuesday 28 November 2017	DTC	Brigg Room	6.00pm
P	12/12/2017	Tuesday 12 December 2017	DTC	Brigg Room	6.00pm
P	09/01/2018	Tuesday 09 January 2018	DTC	Brigg Room	6.00pm
P	23/01/2018	Tuesday 23 January 2018	DTC	Brigg Room	6.00pm
P	06/02/2018	Tuesday 06 February 2018	DTC	Brigg Room	6.00pm
P	20/02/2018	Tuesday 20 February 2018	DTC	Brigg Room	6.00pm
P	06/03/2018	Tuesday 06 March 2018	DTC	Brigg Room	6.00pm
P	20/03/2018	Tuesday 20 March 2018	DTC	Brigg Room	6.00pm
P	10/04/2018	Tuesday 10 April 2018	DTC	Brigg Room	6.00pm
P	24/04/2018	Tuesday 24 April 2018	DTC	Brigg Room	6.00pm
P	08/05/2018	Tuesday 08 May 2018	DTC	Brigg Room	6.00pm

<b>Policies and Governance Committee - 6 meetings per year</b>					
PG	21/06/2017	Wednesday 21 June 2017	TC	Brigg Room	6.00pm
PG	13/09/2017	Wednesday 13 September 2017	TC	Brigg Room	6.00pm
PG	08/11/2017	Wednesday 8 November 2017	TC	Brigg Room	6.00pm
PG	24/01/2018	Wednesday 24 January 2018	TC	Brigg Room	6.00pm
PG	08/03/2018	Thursday 08 March 2018	TC	Brigg Room	6.00pm
PG	25/04/2018	Wednesday 25 April 2018	TC	Brigg Room	6.00pm

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Type	Date	Day	Officer	Venue	Time
<b>Full Town Council - 8 meetings a year</b>					
TC	29/06/2017	Thursday 29 June 2017	TC / RFO	Council Chamber	6.30pm
TC	27/07/2017	Thursday 27 July 2017	TC / RFO	Council Chamber	6.30pm
TC	28/09/2017	Thursday 28 September 2017	TC / RFO	Council Chamber	6.30pm
TC	30/11/2017	Thursday 30 November 2017	TC / RFO	Council Chamber	6.30pm
TC	21/12/2017	Thursday 21 December 2017	TC / RFO	Council Chamber	6.30pm
TC	25/01/2018	Thursday 25 January 2018	TC / RFO	Council Chamber	6.30pm
TC	22/03/2018	Thursday 22 March 2018	TC / RFO	Council Chamber	6.30pm
TC	26/04/2018	Thursday 26 April 2018	TC / RFO	Council Chamber	6.30pm

<b>Watch &amp; Transport Committee - 1st Monday (bi-monthly)</b>					
WT	05/06/2017	Monday 05 June 2017	DTC	Council Chamber	6.00pm
WT	04/09/2017	Monday 04 September 2017	DTC	Council Chamber	6.00pm
WT	06/11/2017	Monday 06 November 2017	DTC	Council Chamber	6.00pm
WT	05/02/2018	Monday 05 February 2018	DTC	Council Chamber	6.00pm
WT	26/03/2018	Monday 26 March 2018	DTC	Council Chamber	6.00pm

**Total Planned meetings June 2017 to May 2018 = 89**

Note: FOI Advisory Panel to meet as and when required