**A drawing of a cartoon character

Description automatically generatedBOVEY TRACEY TOWN COUNCIL**

**2024/25 PROGRAMME OF MEETINGS**

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| **Date** | **Meeting** | **Time** | **Policies for Review** |
| Monday 6th May 2024 | Bank Holiday | | |
| Wednesday 8th May 2024 | **Annual Council Meeting** | 7.00pm | 1. Standing Orders  2. Committee Terms of Reference  3. Financial Regulations |
| Monday 13th May 2024 | Planning & Environment Committee | 6.15pm |  |
| Monday 27th May 2024 | Bank Holiday | | |
| Tuesday 28th May 2024 | Planning & Environment Committee | 6.15pm | 1. Environment policy |
| Recreation, Parks & Property Committee | 7.00pm |  |
| Friday 14th June 2024 | Personnel Committee | 10.00am | 1. Sickness & Absence Policy 2. Disciplinary & Grievance Policy 3. Volunteering Policy |
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| Monday 10th June 2024 | Planning & Environment Committee | 6.15pm | 1. Green Events Policy |
| Finance, Resources & General Purposes Committee | 7.00pm | 1. Treasury & Investment Policy  2. Comms & Social Media Policy |
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| Monday 24th June 2024 | **Full Council** | 7.00pm | 2. Code of Conduct |
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| Monday 8th July 2024 | Planning & Environment Committee | 6.15pm |  |
| Recreation, Parks & Property Committee | 7.00pm |  |
| Summer Recess Period | | | |
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| Monday 26th August 2024 | Bank Holiday | | |
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| Monday 2nd September 2024 | Planning & Environment Committee | 6.15pm |  |
| Finance, Resources & General Purposes Committee | 7.00pm |  |
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| Friday 13th September 2024 | Personnel Committee | 10.00am | 1. Complaint’s Procedure 2. Road Risk Policy 3. Equality Policy |
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| Monday 16th September 2024 | **Full Council** | 7.00pm | 1. Asset Register  2. Financial & Non-Financial Internal Controls |
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| Monday 30th September 2024 | Planning & Environment Committee | 6.15pm |  |
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| Monday 14th October 2024 | Planning & Environment Committee | 6.15pm |  |
| Recreation, Parks & Property Committee | 7.00pm |  |
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| Monday 28th October 2024 | Planning & Environment Committee | 6.15pm |  |
| Finance, Resources & General Purposes Committee | 7.00pm | 1. Document Retention Policy |
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| Monday 11th November 2024 | **Full Council** | 7.00pm | 1. The Management of Transferable Data Policy |
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| Monday 25th November 2024 | Planning & Environment Committee | 6.15pm |  |
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| Monday 9th December 2024 | Planning & Environment Committee | 6.15pm |  |
| Recreation, Parks & Property Committee | 7.00pm |  |
| 23rd December 2024 – 1st January 2025 (inclusive) | Office Closed | | |
| Monday 6th January 2025 | Planning & Environment Committee | 6.15pm |  |
| Finance, Resources & General Purposes Committee | 7.00pm | 1. Risk Management Policy  2. Risk Register |
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| Monday 20th January 2025 | **Full Council** | 7.00pm |  |
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| Monday 3rd February 2025 | Planning & Environment Committee | 6.15pm |  |
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| Monday 17th February 2025 | Planning & Environment Committee | 6.15pm |  |
|  | Recreation, Parks & Property Committee | 7.00pm |  |
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| Monday 3rd March 2025 | Planning & Environment Committee | 6.15pm |  |
|  | Finance, Resources & General Purposes Committee | 7.00pm | 1. Capital Programme  2. Reserves Policy |
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| Friday 14th March 2025 | Personnel Committee | 10.00am | 1. Child Protection Policy 2. Safeguarding Adults Policy |
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| Monday 17th March 2025 | **Full Council** | 7.00pm |  |
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| Wednesday 26th March 2025 | **Annual Town Meeting** | 7.00pm |  |
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| Monday 31st March 2025 | Planning & Environment Committee | 6.15pm |  |
|  | Recreation, Parks & Property Committee | 7.00pm |  |
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| Monday 14th April 2025 | Planning & Environment Committee | 6.15pm |  |
|  | Finance, Resources & General Purposes Committee | 7.00pm | 1. Data Protection Policy  2. Data Breach Policy  3. Subject Access Request |
| 18th April to 21st April 2025 | Easter Holiday | | |
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| Monday 5th May 2025 | Bank Holiday | | |
| Wednesday 7th May 2025 | **Annual Council Meeting** | 7.00pm |  |
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