

Subject:	Public Meeting Schedule	Status:	For Publication
Report to:	Council	Date:	11 December 2024
Report of:	Committee and Member Services Manager	Portfolio Holder:	Environment and Corporate Services
Key Decision:	<input type="checkbox"/> Forward Plan <input type="checkbox"/>	General Exception <input type="checkbox"/>	Special Urgency <input type="checkbox"/>
Equality Impact Assessment:	Required: No	Attached: No	No
Biodiversity Impact Assessment:	Required: No	Attached: No	No
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1. RECOMMENDATION

That Council agree the Public Meeting Schedule containing dates of public meetings for 2025/2026 as detailed at Appendix A.

2. EXECUTIVE SUMMARY

- To ask members to consider and agree the public committee meeting dates for 2025/2026.
- To enable councillors to be aware of key meeting dates.
- To inform and publicise public meetings for 2025/26.

3. BACKGROUND

The Council is required to agree an annual meeting schedule.

4. DETAILS

4.1 The proposed schedule of public meetings for 2025/2026 is attached at Appendix A for consideration and approval.

4.2 Early approval of the meeting schedule assists with:

- enabling councillors to plan their workloads for the coming year
- informing of expected committees and planning training dates
- informing partner organisations of councillor availability to attend other meetings
- enabling deadlines and lead-in times to be communicated to the relevant officers

4.3 Consultation has taken place with relevant managers, Corporate Management Team, the lead member, Cabinet members and group leaders.

5. RISK

All the issues raised and the recommendation in this report involve risk considerations as set out below:

- A meeting schedule is required in order to provide good customer service, promote local democracy and encourage public participation and involvement in the decision making process.
- Decisions made at any unscheduled or unpublicised meetings would be breaking the statutory legal requirements, thus making the Council open to legal challenge.

6. FINANCE

There are no specific financial implications arising from this report.

7. LEGAL

There are no specific legal implications identified as arising from this report, other than the need to meet Access to Information requirements for public meetings that take place during the municipal year.

8. POLICY AND EQUALITIES IMPLICATIONS

There are no identified policy implications or equality impacts for the Council arising from this report.

9. REASON FOR DECISION

To agree a committee schedule in order to ensure that the Council can effectively conduct its business.

No background papers

Appendix A

Version draft 1 - Rossendale Borough Council – Public Meetings Timetable 2025/26

All the meetings below are held at 6.30pm in the Council Chamber unless otherwise stated on the agenda.												
Meeting	May 2025	June 2025	July 2025	Aug 2025	Sept 2025	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026
Full Council	16 AM		16			8		10			4 B	1
Cabinet	14		2		17	22		3		11 B	18	
Development Control	13	24	15		2	7	18	16	20		3	14
Overview and Scrutiny		16			8		10		12	9 B	30	
Licensing											10	
Audit and Accounts			9		24		26				11	

AM = Annual Council Meeting

B = Budget Meeting

E = Extraordinary meeting

S = Special

Community Partnership Meetings are held in a local area venue and usually start at 6.30pm.

Please note that these are not Council meetings and dates may be subject to mid-year changes.

Meeting	May 2025	June 2025	July 2025	Aug 2025	Sept 2025	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026
Bacup		26				23				12		
Haslingden		5				16				5		
Rawtenstall		19				2			22			
Whitworth		10			23				27			