

MINUTES OF A MEETING OF TADLEY TOWN COUNCIL FINANCE & GENERAL PURPOSES COMMITTEE HELD AT TADLEY TOWN COUNCIL AT 7.30PM ON 11 OCTOBER 2021

Present: Cllrs Hankinson, Leeks (Chairman), Lovegrove and Slimin

In Attendance: Clerk, no members of the public, Borough Cllr Frost

1. APOLOGIES

Received and accepted from Cllrs Burdett, Flahive and Mullan.

2. DECLARATIONS OF INTEREST & DISPENSATION REQUESTS

Cllr Slimin declared an interest in agenda item 8 – request to purchase land at Carrington Crescent.

3. MINUTES

7/22FGP It was

RESOLVED (4/0/0) to receive and confirm the accuracy of the minutes of the Finance and General Purposes Committee meeting held on 9 August 2021.

4. OPEN FORUM

There was no requirement for an open forum.

5. BUDGET

The budget year to date was reviewed as attached.

6. BALANCE SHEET AND PROFIT & LOSS REPORTS

The balance sheet and the profit & loss reports were reviewed as attached.

7. MEETINGS SCHEDULE

8/22FGP It was

RESOLVED (4/0/0) to set the 2022 meeting dates as attached.

8. REQUEST TO PURCHASE TADLEY TOWN COUNCIL LAND

A request was received from the residents of 14 Carrington Crescent to purchase the land to the north of their property.

Cllr Slimin had declared an interest in this item so the meeting was not quorate. Referred to Full Council for discussion.

The meeting closed at 7.45pm.

Signed:

Dated: 13 December 2021

| Name | Apr | May | June | Jul | Aug | Sep | Actual 21/22 | Budget 21/22 | Actual 20/21 | Budget 20/21 |
|-----------------------------------|--------|--------|--------|--------|--------|-------|-----------------|-----------------|-----------------|-----------------|
| Precept | 93233 | | | | | | 93233 | 186466 | 186466 | 186466 |
| Burials | 819 | 148 | 446 | 446 | 2719 | 567 | 5145 | 15000 | 21076 | 12406 |
| Memorials | 530 | 590 | 346 | 1237 | 455 | 319 | 3477 | 3153 | 2918 | 3153 |
| Litter Grant | 17143 | | | | | | 17143 | 16945 | 16777 | 15954 |
| Parish Funding | 9786 | | | | | | 9786 | 9689 | 9689 | 9689 |
| Other Income | | 219 | | 360 | | 30 | 609 | 1420 | 9010 | 1415 |
| Bank Interest | 477 | 4 | 4 | 457 | 3 | 1 | 946 | 1000 | 2367 | 1500 |
| Total Income (£) | 121988 | 961 | 796 | 2500 | 3177 | 94150 | 223572 | 233673 | 248303 | 230583 |
| Street Furniture | | | | | | | 0 | 2200 | | 2200 |
| Highway Signs | | | | | | | 0 | 800 | 640 | 800 |
| Memorial Benches | | | | 1917 | | | 1917 | 2000 | | 2000 |
| Play Area Equipment | | | | | | | 0 | 12000 | 23007 | 1200 |
| Street Furniture | | | | | | | | | | 2000 |
| Office Equipment | | | | | | 272 | 272 | 2000 | | 2000 |
| Litter Equipment | | | | | | | | 1000 | 1179 | 100 |
| Vehicle | | | | | | | 0 | 1000 | | 1000 |
| CCTV | | | | | | | 0 | 1000 | | 1000 |
| Total Direct Expenses (£) | 0 | 0 | 0 | 1917 | 0 | 272 | 2189 | 22000 | 24826 | 12300 |
| GROSS PROFIT/LOSS (£) | 121988 | 961 | 796 | 583 | 3177 | 93878 | 221383 | 211673 | 10 | 5 |
| % Profit | 100 | 100 | 100 | 23 | 100 | 100 | 99 | 91 | 0 | 0 |
| Employee Salaries | 4842 | 4842 | 4842 | 4842 | 4842 | 4842 | 29052 | 60000 | 57574 | 60000 |
| Employers NI | 363 | 363 | 363 | 363 | 363 | 363 | 2178 | 4400 | 4309 | 4212 |
| Employer Pension | 770 | 770 | 770 | 770 | 770 | 770 | 4620 | 8770 | 8596 | 13745 |
| Advertising | | | | | | | 0 | | 0 | 169 |
| Rent | 3016 | | | 3016 | | | 6032 | 12064 | 12019 | 12004 |
| Giles Road Play Area Rent | | | | | | | 0 | 154 | 152 | 155 |
| Water Rates | 18 | 146 | | 42 | | | 206 | 525 | 360 | 515 |
| Rates | 159 | 157 | 157 | 157 | 157 | 157 | 944 | 1600 | 1572 | 1592 |
| Cemetery Rates | 98 | 100 | 100 | 100 | 100 | 100 | 598 | 885 | 868 | 657 |
| Insurance | | | 1649 | | | | 1649 | 1600 | 1340 | 2000 |
| Commercial Waste | | | 25 | 102 | 25 | | 152 | 600 | 396 | 739 |
| Electric & Gas | 150 | | | 314 | | 247 | 711 | 500 | | 2000 |
| Vehicle Fuel | 189 | 198 | 194 | 135 | 152 | 129 | 997 | 2000 | 1974 | 2290 |
| Vehicle Repair & Servicing | | 355 | | | | | 389 | 744 | 1129 | 825 |
| Vehicle Tax | | | 278 | | | | 278 | 277 | 267 | 271 |
| Misc Vehicle Expenses | | | 30 | 46 | | 75 | 151 | | | |
| Staff Travelling | | | | | | | 0 | 100 | | 100 |
| Chairmans Allowance | | | | | | | 0 | 250 | 275 | 200 |
| Medical Costs | | | | | | | 0 | | | 40 |
| Councillors Training & Travelling | | | | 143 | 194 | | 337 | 1200 | 560 | 1000 |
| Public Works Loan | | | | | | | 8196 | 17000 | 16653 | 17784 |
| Printing & Distribution | 300 | 329 | 300 | | | | 929 | 1200 | 926 | 2667 |
| Postage | 41 | | | | | | 41 | 100 | 72 | 100 |
| Office costs | 43 | | 162 | 42 | -108 | 66 | 205 | 1500 | 644 | 1593 |
| Telephone | 65 | 150 | 62 | 78 | 179 | 46 | 580 | 1000 | 982 | 1606 |
| Internet | 151 | 206 | 128 | 113 | 175 | 97 | 870 | 2000 | 2327 | 1000 |
| Computer Software & Maintenance | 82 | 351 | 22 | 142 | 22 | 239 | 858 | 1000 | 1095 | 1000 |
| Legal Fees | | | | | | | 0 | 2500 | 40 | 2500 |
| Audit & Accountancy Fees | | 750 | | | 600 | | 1350 | 1500 | 1350 | 1500 |
| Consultancy & Professional Fees | 68 | 65 | 8 | 38 | 165 | 381 | 725 | 1500 | 1042 | 2000 |
| Photocopier | 13 | 156 | 7 | | 150 | 5 | 331 | 1000 | 705 | 1126 |
| Equipment Hire | | | 394 | | | | 394 | 200 | | 400 |
| Equipment Maintenance & Repair | | | | | | | 0 | 100 | 94 | 130 |
| Property Maintenance | | | | | | | 0 | 1000 | 108 | 1000 |
| Maintenance Consumables | 8 | 345 | 375 | 29 | 26 | 33 | 816 | 1000 | 555 | 2000 |
| Election Costs | | | | | | | 0 | 15000 | | 15000 |
| Subscriptions NALC/HALC | 1719 | | | | | | 1719 | 1850 | 1692 | 1850 |
| Section 137 Grants | | 19500 | | | | 3700 | 23200 | 34500 | 23050 | 34500 |
| Section 137 Subscriptions | 95 | 160 | | | | 35 | 290 | 500 | 600 | 500 |
| Section 137 The Green Maintenance | | 156 | 78 | 156 | 156 | 156 | 702 | 1200 | 1153 | 1200 |
| Section 142 Grants | | 7870 | | | 4500 | | 12370 | 12500 | 12370 | 7500 |
| Environmental Improvements | 267 | 20 | | | | | 287 | 3000 | 379 | 3000 |
| You Decide | | | | | | | 0 | 12000 | 12000 | 12000 |
| Highways Property Maintenance | | | | | | | 0 | 1000 | 9579 | 1000 |
| Grounds Maintenance | 1730 | 280 | 230 | 230 | 230 | 1985 | 4685 | 7000 | 7067 | 7000 |
| Play Areas Maintenance | 1325 | | 800 | | | 2934 | 5059 | 15000 | 14661 | 15000 |
| Grasscutting | 374 | 543 | 499 | 543 | 643 | 543 | 3145 | 5500 | 4280 | 7000 |
| Gardening | | | 786 | | | | 786 | 1000 | 857 | 1000 |
| Treeworks | | 65 | 1350 | | | | 1415 | 9000 | 8320 | 10000 |
| Christmas Event | | | | 35 | | 25 | 60 | 4000 | 30 | 4500 |
| Christmas Decoration Hire | | | | | | | 0 | 4000 | 4084 | 4500 |
| Burials Grounds Maintenance | 230 | 994 | 499 | 230 | 280 | 230 | 2463 | 2000 | 2806 | 2000 |
| Burials Grounds Grasscutting | 308 | 615 | 615 | 923 | 615 | 615 | 3691 | 7900 | 4551 | 7826 |
| Cleaning Costs | | | | | | | 0 | 800 | 480 | 800 |
| Bank charges and interest | 15 | 15 | 15 | 15 | 15 | 47 | 122 | 90 | 124 | 90 |
| Clothing Costs | 41 | | | | | | 41 | 300 | 64 | 300 |
| Training | | | 140 | | -140 | | 0 | 2000 | 75 | 2000 |
| Total Overheads (£) | 16480 | 39501 | 14878 | 12604 | 14111 | 26405 | 123979 | 268794 | 225902 | 277768 |
| NET PROFIT/LOSS (£) | 105508 | -38540 | -14082 | -12021 | -10934 | 67473 | 97404 | -57121 | -201076 | -265468 |
| % Profit | 86 | -4010 | -1769 | -481 | -344 | 72 | 44 | -24 | -81 | -115 |

Tadley Town Council

Balance Sheet Report

To: 30 September, 2021

ASSETS

Fixed Assets

| | |
|---------------------------|--------------|
| Total Fixed Assets | £0.00 |
|---------------------------|--------------|

Current Assets

| | |
|-----------------------------------|------------|
| 1100 - Trade Debtors | 149.00 |
| 1200 - Bank Account Current | 5,500.00 |
| 1220 - Bank Account Savings | 135,011.17 |
| 1230 - Public Sector Deposit Fund | 132,693.89 |

| | |
|-----------------------------|--------------------|
| Total Current Assets | £273,354.06 |
|-----------------------------|--------------------|

| | |
|---------------------|--------------------|
| TOTAL ASSETS | £273,354.06 |
|---------------------|--------------------|

LIABILITIES

Current Liabilities

| | |
|--------------------------------|-----------|
| 1260 - Lloyds Bank Credit Card | 895.00 |
| 2100 - Trade Creditors | 165.78 |
| 2110 - Accruals | 1,350.00 |
| 2210 - PAYE to pay to HMRC | 1,314.94 |
| VAT | -3,370.13 |
| 2202 - VAT Liability | -3,370.13 |

| | |
|----------------------------------|----------------|
| Total Current Liabilities | £355.59 |
|----------------------------------|----------------|

Future Liabilities

| | | |
|--|---------------------------------|--------------------|
| | Total Future Liabilities | £0.00 |
| <hr/> | | |
| | TOTAL LIABILITIES | £355.59 |
| <hr/> | | |
| | TOTAL NET ASSETS | £272,998.47 |
| <hr/> | | |
| EQUITY | | |
| 3200 - Reserves | 188,368.32 | |
| 3202 - Play Areas Refurbishment | 36,000.00 | |
| 3203 - Contingency Fund | 20,000.00 | |
| 3204 - Bus Service Subsidy | 5,000.00 | |
| 3205 - Equipment, vehicles and tools | 4,300.00 | |
| 3207 - Election Costs | 15,000.00 | |
| Net Profit / Loss | 4,330.15 | |
| <i>Net Profit / Loss (prior year(s))</i> | -93,077.09 | |
| <i>Net Profit / Loss (current year)</i> | 97,407.24 | |
| <hr/> | | |
| | TOTAL EQUITY | £272,998.47 |
| <hr/> | | |

Tadley Town Council

Profit and Loss Report

01 April, 2021 - 30 September, 2021

| Financial Year 2021/2022 | | | | | | | | | | | | | |
|------------------------------------|----------------|------------|------------|--------------|--------------|---------------|-----|-----|-----|-----|-----|-----|----------------|
| | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Totals |
| SALES | | | | | | | | | | | | | |
| 4000 - Precept | 93,233 | | | | | 93,233 | | | | | | | 186,466 |
| 4001 - Burials | 819 | 148 | 446 | 446 | 2,719 | 567 | | | | | | | 5,145 |
| 4002 - Memorials | 530 | 590 | 346 | 1,237 | 455 | 319 | | | | | | | 3,477 |
| 4100 - Litter Grant | 17,143 | | | | | | | | | | | | 17,143 |
| 4110 - Grass Cutting Grant | 9,786 | | | | | | | | | | | | 9,786 |
| 4900 - Other income | | 219 | | 360 | | 30 | | | | | | | 609 |
| 4950 - Bank Interest | 477 | 4 | 4 | 457 | 3 | 1 | | | | | | | 946 |
| Total Sales (£) | 121,988 | 961 | 796 | 2,500 | 3,177 | 94,150 | | | | | | | 223,572 |
| DIRECT EXPENSES | | | | | | | | | | | | | |
| 5040 - Office Equipment | | | | | | 272 | | | | | | | 272 |
| 5080 - Memorial benches | | | | 1,917 | | | | | | | | | 1,917 |
| Total Direct Expenses (£) | | | | 1,917 | | 272 | | | | | | | 2,189 |
| GROSS PROFIT/LOSS (£) | 121,988 | 961 | 796 | 583 | 3,177 | 93,877 | | | | | | | 221,383 |
| OVERHEADS | | | | | | | | | | | | | |
| 7000 - Employee Wages and Salaries | 4,842 | 4,842 | 4,842 | 4,842 | 4,842 | 4,842 | | | | | | | 29,052 |
| 7020 - Employers NI | 363 | 363 | 363 | 363 | 363 | 363 | | | | | | | 2,178 |
| 7030 - Employer's Pension | 770 | 770 | 770 | 770 | 770 | 770 | | | | | | | 4,621 |

| | | | | | | | |
|--|-------|-----|-------|-----|------|-------|-------|
| 7100 - Rent | 3,016 | | 3,016 | | | | 6,032 |
| 7110 - Water Rates | 18 | 146 | 42 | | | | 206 |
| 7120 - General Rates | 159 | 157 | 157 | 157 | 157 | 157 | 944 |
| 7125 - Cemetery Rates | 98 | 100 | 100 | 100 | 100 | 100 | 598 |
| 7130 - Premises Insurance | | | 827 | | | | 827 |
| 7140 - Commercial Waste Collection | | | 25 | 102 | 25 | | 152 |
| 7200 - Electricity & Gas | 150 | | 315 | | | 247 | 711 |
| 7300 - Vehicle Fuel | 189 | 198 | 194 | 135 | 152 | 129 | 998 |
| 7310 - Vehicle Repair and Servicing | | 355 | | | | 389 | 745 |
| 7320 - Vehicle Licences | | | 278 | | | | 278 |
| 7330 - Vehicle Insurance | | | 822 | | | | 822 |
| 7340 - Miscellaneous Vehicle Expenses | | | 30 | 46 | | 75 | 151 |
| 7450 - Councillors Training & Expenses | | | 143 | 194 | | | 337 |
| 7460 - Public Works Loan | | | | | | 8,196 | 8,196 |
| 7500 - Printing & Distribution | 300 | 329 | 300 | | | | 929 |
| 7510 - Postage and Carriage | 41 | | | | | | 41 |
| 7520 - Office Stationery | 43 | | 162 | 42 | -108 | 66 | 205 |
| 7530 - Telephone | 65 | 150 | 62 | 78 | 179 | 46 | 579 |
| 7540 - Internet Charges | 151 | 206 | 128 | 113 | 175 | 98 | 871 |
| 7550 - Computer & Software | 82 | 351 | 22 | 142 | 22 | 239 | 858 |
| 7610 - Accountancy Fees | | 750 | | | 600 | | 1,350 |
| 7620 - Consultancy & Professional Fees | 68 | 65 | 8 | 38 | 165 | 381 | 724 |
| 7630 - Photocopier | 13 | 156 | 7 | | 150 | 5 | 331 |
| 7640 - Equipment Hire | | | 394 | | | | 394 |
| 7701 - Maintenance Consumables | 8 | 345 | 375 | 29 | 26 | 33 | 816 |
| 7702 - Subscriptions HALC/NALC | 1,719 | | | | | | 1,719 |

| | | | | | | | |
|--|----------------|----------------|----------------|----------------|----------------|---------------|----------------|
| 7703 - Section 137 Grants | | 19,500 | | | 3,700 | | 23,200 |
| 7704 - Section 137 Subscriptions | 95 | 160 | | | 35 | | 290 |
| 7705 - Section 137 The Green Maintenance | | 156 | 78 | 156 | 156 | 156 | 702 |
| 7706 - Section 142 Grants | | 7,870 | | | 4,500 | | 12,370 |
| 7708 - Environmental Improvements | 267 | 20 | | | | | 287 |
| 7720 - Grounds Maintenance | 1,730 | 280 | 230 | 230 | 230 | 1,985 | 4,683 |
| 7721 - Play Areas Maintenance | 1,325 | | 800 | | | 2,934 | 5,059 |
| 7722 - Grasscutting | 374 | 543 | 499 | 543 | 643 | 543 | 3,143 |
| 7723 - Gardening | | | 786 | | | | 786 |
| 7724 - Treeworks | | 65 | 1,350 | | | | 1,415 |
| 7725 - Christmas Event | | | | 35 | | 25 | 60 |
| 7730 - Burials Grounds Maintenance | 230 | 994 | 499 | 230 | 280 | 230 | 2,460 |
| 7731 - Burials Grounds Grasscutting | 308 | 615 | 615 | 923 | 615 | 615 | 3,692 |
| 7900 - Bank Charges and Interest | 15 | 15 | 15 | 15 | 15 | 47 | 122 |
| 8220 - Clothing Costs | 41 | | | | | | 41 |
| 8230 - Training Costs | | | 140 | | -140 | | 0 |
| Total Overheads (£) | 16,479 | 39,499 | 14,877 | 12,604 | 14,111 | 26,406 | 123,975 |
| NET PROFIT/LOSS (£) | 105,509 | -38,538 | -14,081 | -12,020 | -10,934 | 67,471 | 97,407 |

| | Jan | Feb | Mar | April | May | June | July | Aug | Sep | Oct | Nov | Dec | | | | | | | | | | | | | |
|-----|-----|-----|-----|-------|-----|------|------|-----|-----|-----|-----|-----|----|----|-----|-----|----|----|-----|----|----|----|----|-----|----|
| Sat | 1 | | | | | | | | | 1 | | | | | | | | | | | | | | | |
| Sun | 2 | | | | 1 | | | | | 2 | | | | | | | | | | | | | | | |
| Mon | 3 | BH | | | 2 | BH | | 1 | | 3 | TAC | | | | | | | | | | | | | | |
| Tue | 4 | FC | 1 | 1 | 3 | | | 2 | | 4 | 1 | | | | | | | | | | | | | | |
| Wed | 5 | 2 | 2 | | 4 | 1 | | 3 | | 5 | 2 | | | | | | | | | | | | | | |
| Thu | 6 | 3 | 3 | | 5 | 2 | BH | 4 | 1 | 6 | 3 | 1 | | | | | | | | | | | | | |
| Fri | 7 | 4 | 4 | 1 | 6 | 3 | BH | 1 | 5 | 2 | 4 | 2 | | | | | | | | | | | | | |
| Sat | 8 | 5 | 5 | ATM | 2 | 7 | 4 | 2 | 6 | 3 | 5 | 3 | | | | | | | | | | | | | |
| Sun | 9 | 6 | 6 | 3 | 8 | 5 | 3 | 7 | 4 | 9 | 6 | 4 | | | | | | | | | | | | | |
| Mon | 10 | RL | 7 | TAC | 7 | FC | 4 | TAC | 9 | FC | 6 | TAC | 4 | FC | 5 | TAC | | | | | | | | | |
| Tue | 11 | 8 | 8 | 5 | 10 | 7 | 5 | 9 | 6 | 11 | 8 | 6 | | | | | | | | | | | | | |
| Wed | 12 | 9 | 9 | 6 | 11 | 8 | 6 | 10 | 7 | 12 | 9 | 7 | | | | | | | | | | | | | |
| Thu | 13 | 10 | 10 | 7 | 12 | 9 | 7 | 11 | 8 | 13 | 10 | 8 | | | | | | | | | | | | | |
| Fri | 14 | 11 | 11 | 8 | 13 | 10 | 8 | 12 | 9 | 14 | 11 | 9 | | | | | | | | | | | | | |
| Sat | 15 | 12 | 12 | 9 | 14 | 11 | 9 | 13 | 10 | 15 | 12 | 10 | | | | | | | | | | | | | |
| Sun | 16 | 13 | 13 | 10 | 15 | 12 | 10 | 14 | 11 | 16 | 13 | 11 | | | | | | | | | | | | | |
| Mon | 17 | 14 | FGP | 14 | RL | 11 | FGP | 16 | RL | 13 | FGP | 11 | RL | 15 | FGP | 12 | RL | 17 | FGP | 14 | PC | RL | 12 | FGP | |
| Tue | 18 | 15 | 15 | 12 | 17 | 14 | 12 | 16 | 13 | 18 | 15 | 13 | | | | | | | | | | | | | |
| Wed | 19 | 16 | 16 | 13 | 18 | 15 | 13 | 17 | 14 | 19 | 16 | 14 | | | | | | | | | | | | | |
| Thu | 20 | 17 | 17 | 14 | 19 | 16 | 14 | 18 | 15 | 20 | 17 | 15 | | | | | | | | | | | | | |
| Fri | 21 | 18 | 18 | 15 | BH | 20 | 17 | 15 | 19 | 16 | 21 | 18 | 16 | | | | | | | | | | | | |
| Sat | 22 | 19 | 19 | 16 | 21 | 18 | 16 | 20 | 17 | 22 | 19 | 17 | | | | | | | | | | | | | |
| Sun | 23 | 20 | 20 | 17 | 22 | 19 | 17 | 21 | 18 | 23 | 20 | 18 | | | | | | | | | | | | | |
| Mon | 24 | 21 | 21 | 18 | BH | 23 | 20 | 18 | 22 | 19 | 24 | 21 | 19 | HP | | | | | | | | | | | |
| Tue | 25 | 22 | 22 | 19 | 24 | 21 | 19 | 23 | 20 | 25 | 22 | 20 | | | | | | | | | | | | | |
| Wed | 26 | 23 | 23 | 20 | 25 | 22 | 20 | 24 | 21 | 26 | 23 | 21 | | | | | | | | | | | | | |
| Thu | 27 | 24 | 24 | 21 | 26 | 23 | 21 | 25 | 22 | 27 | 24 | 22 | | | | | | | | | | | | | |
| Fri | 28 | 25 | 25 | 22 | 27 | 24 | 22 | 26 | 23 | 28 | 25 | XT | 23 | | | | | | | | | | | | |
| Sat | 29 | 26 | 26 | 23 | 28 | 25 | 23 | 27 | 24 | 29 | 26 | 24 | | | | | | | | | | | | | |
| Sun | 30 | 27 | 27 | 24 | 29 | 26 | 24 | 28 | 25 | 30 | 27 | 25 | | | | | | | | | | | | | |
| Mon | 31 | HP | 28 | HP | 28 | HP | 25 | HP | 30 | HP | 27 | HP | 25 | HP | 29 | BH | 26 | HP | 31 | HP | 28 | BC | HP | 26 | BH |
| Tue | | | 29 | 26 | 31 | 28 | 26 | 30 | HP | 27 | | 29 | 27 | BH | | | | | | | | | | | |
| Wed | | | 30 | 27 | | 29 | 27 | 31 | 28 | | 30 | 28 | | | | | | | | | | | | | |
| Thu | | | 31 | 28 | | 30 | 28 | | 29 | | | 29 | | | | | | | | | | | | | |
| Fri | | | | 29 | | | 29 | | 30 | | | 30 | | | | | | | | | | | | | |
| Sat | | | | 30 | | | 30 | | | | | 31 | | | | | | | | | | | | | |
| Sun | | | | | | | 31 | | | | | | | | | | | | | | | | | | |

- FC Full Council
- FGP Finance & General Purposes Committee
- RL Recreation & Leisure Committee
- HP Highways & Planning Committee
- PC Personnel Committee
- BC Burial Committee
- ATM Annual Town Meeting
- XT Christmas Tree event
- BH Bank Holiday
- TAC Turbary Allotment Charity