

## Appendix 7

Author: L Harrison, Town Clerk to Ferndown Town Council, 15 February 2021.

1. From May 2020 to April 2021 the number of various meetings held by FTC will be approximately 87 (65 committees and 22 WGs).
2. Under the new timetable the Town Clerk is proposing 55 meetings with additional approximate 12 working groups/sub-committee meetings. It is hoped that this decrease will result in greater efficiency in councillor and officer time management and regulating Council business.
3. An increase in Full Council meetings is suggested to facilitate the involvement of all councillors in Council business on a regular basis, while not impacting on the delegated powers of committees.
4. With regards to the BCMC, once Full Council agrees a way forward with the Barrington Centre the Town Clerk suggests FGPC consider renaming the BCMC the BC Task and Finish Group, which would report to either FC or RLAC. Once the Task and Finish Group has finished the project the management of the BC is suggested to fall under the direct remit of RLAC.
5. Working Groups.
  - 5.1 Working Groups are usually set up to facilitate the management and implementation of a project and when completed the project is absorbed into the appropriate committee and WG closed.
  - 5.2 The Town Clerk would like the FGPC to consider merging the Allotments Working Group into RLAC. RLAC should have set items on its agenda at every meeting that facilitate an update from officers to members on our services/facilities (e.g “Facilities and services items: (i) Allotments, (ii) Play areas, (iii) Venues and Council offices, (iv) Sport pitches, (v) Open spaces, footpaths etc). If agreed, RLAC would have an open invite for the representative from the Allotments Assoc to attend its meeting and take part in point (i) above, and before the meeting provide officers with a brief report for circulation.
  - 5.3 The Town Clerk also suggests the TMWG is renamed the TM Sub Committee, reporting to the Planning Consultative Committee. The continued input of DC officers should be encouraged.
6. The date and format of the annual parishioners meeting to be discussed and agreed.
7. FTCs celebration of the Queen’s Platinum Jubilee anniversary to be discussed and agreed.



## Ferndown Town Council and King George's Field Charity Calendar of Meetings 2021-2022



Meeting	2021								2022				May
	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	
Full Council	17	28	26	-	27	25	29	-	31	28	28	25	16
KGV Sole Trustees	4	-	-	-	-	-	2	-	-	-	-	-	10
Finance & General Purpose	-	7	-	-	6	-	22	6	17	-	14	-	-
Planning	25	15	6 / 27	17	7 / 28	19	9 / 30	21	11	1 / 22	15	5 & 26	17
KGVM	-	-	13	-	14	-	-	-	18	-	22	-	3
Personnel	24	-	-	-	-	18	-	-	-	-	7	-	-
Recreation, Leisure & Amenities	-	21	-	-	20	-	15	-	-	7	-	11	-
Natural Environment	10	-	-	-	13	-	-	-	24	-	-	-	23

All meetings take place on a Monday evening except Planning and KGV which take place on Tuesday's. Full Council meetings take place on the last Monday of the month.

Full Council meetings - 17 May 2021 and 16 May 2022 – annual Council meetings.

Fete on the Field / 10 Run - 14 to 28 June 2021

Christmas Lights Switch On Event - Saturday 27 November

Remembrance Day - Thursday 11 November and Sunday 14 November

Queen's Platinum Jubilee - Friday 3 June (additional BH).