

Report of the Administration and Democratic Services Manager & Deputy Monitoring Officer

Subject: Calendar of Meetings 2022/2023

Purpose of Report

Members are asked to approve a calendar of meetings for the forthcoming year.

Introduction/Background

As Members will be aware, the current calendar of meetings comes to an end in June 2022 following the Annual General Meeting, and it is customary at this time of year to present a calendar for the forthcoming year (appended).

Changes to the current calendar

The Audit and Corporate Services Review has been moved from February to March and, as an additional SDF Committee was required before the end of the financial year, this has taken the place of the Study Tour on 23rd March. The Study Tour has been rearranged for the autumn as a result.

In addition, Members will by now have been informed that it has been necessary to rearrange the meetings of the Development Management Committee and SDF Committee scheduled in the current calendar in order to accommodate the pre-election period. It is proposed to rearrange these re-schedule these meetings to May 2022, during the period immediately following the Local Government elections, but before Pembrokeshire County Council holds its Annual General Meeting on 26th May. This is possible as [Section 61 of the Natural Environment and Rural Communities Act 2006](#) (which came into force in Wales in 2007) allows that a person who retires from being a Member of a Council by virtue of a local authority election does not terminate his/her office as Member of a National Park Authority until:

- (a) three months after s/he retires from being a member of the Council, or
- (b) if earlier, the day on which the National Park Authority receives notice of a proposed replacement appointment.

As so many changes have been made to the current calendar, these have been incorporated in the appendix to this report.

Virtual meetings

Please note that, in light of the fact that virtual meetings are still being held under current COVID restrictions, afternoon meetings will continue to commence at 2.00pm and not immediately following the morning meeting as would have been the case had we been meeting at Llanion Park.

Workshops

Members will note that the calendar identifies a number of Workshop dates, and Members will be notified in due course what topics identified in the training plan will be covered on which date.

RECOMMENDATION:

That the appended calendar of meetings for 2022/23 be approved.

(For further information, please contact Janet Evans, Administration and Democratic Services Manager on 01646 624834 or by e-mailing janete@pembrokeshirecoast.org.uk)

Author: Janet Evans (Administration and Democratic Services Manager & Deputy Monitoring Officer)

Consultee: Tegryn Jones (Chief Executive)

February 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
31 Jan	1 Feb	2 10:00 Member Development 14:00 Workshop	3	4
7 09:30 DM Site Inspection	8	9 10:00 NPA 14:00 Workshop	10	11
14	15	16	17	18
21	22	23	24	25
Half Term				
28	1 Mar	2	3	4

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March 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
28 Feb	1 Mar	2 10:00 Audit & Corporate Services 14:00 Standards	3	4
7	8	9 10:00 DM Committee	10	11
14	15	16 10:00 Operational Review 14:00 CE PR Panel	17	18
21 09:30 DM Site Inspection	22	23 10:00 SDF Committee	24	25
28	29	30 10:00 NPA 14:00 HR Committee	31	1 Apr

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April 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
28 Mar	29	30	31	1 Apr
4	5	6	7	8
11	12	13	14	15
Easter Holidays				
				Good Friday
18	19	20	21	22
Easter Holidays				
Easter Monday				
25	26	27	28	29

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May 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2 May May Day	3	4	5 Local Government Elections	6
9	10	11 10:00 Audit & Corporate Services 14:00 Member Development	12	13
16	17 PCC Governance Training	18 10:00 DM Committee	19	20
23	24	25 10:00 SDF Committee	26 County Council	27
30	31	1 Jun	2	3
Half Term				

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June 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
30 May	31	1 Jun	2	3
			Half Term	
			Whitsun Bank Holiday and Jubilee	
6	7	8	9	10
		10:00 New Members' Induction		
13	14	15	16	17
09:30 DM Site Inspection		10:00 NPA		
		14:00 Workshop		
20	21	22	23	24
		10:00 DM Committee		
27	28	29	30	1 Jul
		10:00 Operational Review		
		14:00 HR Committee		

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July 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
27 Jun	28	29	30	1 Jul
4	5	6	7	8
09:30 DM Site Inspection		10:00 SDF Site Visit		
11	12	13	14	15
		10:00 Audit & Corporate Services		
		14:00 Workshop		
18	19	20	21	22
		Royal Welsh Show		
		10:00 DM Committee		
25	26	27	28	29
		10:00 NPA		
		14:00 Employee Forum		
				09:30 DM Site Inspection

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August 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 Aug	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29 Late Summer Holiday (United Kingdom)	30	31	1 Sep	2

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September 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
29 Aug	30	31	1 Sep	2
5	6	7 10:00 DM Committee	8	9
12	13	14 10:00 NPA 14:00 Member Development	15	16
19 09:30 DM Site Inspection	20	21 10:00 Operational Review 14:00 CE PR Panel	22	23
26	27	28	29	30
	NPUK Conference - Exmoor			

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October 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3 Oct	4	5 10:00 SDF Committee 14:00 HR Committee	6	7
10	11	12 10:00 Study Day	13	14
17	18	19 10:00 DM Committee	20	21
24	25	26 10:00 NPA 14:00 Workshop	27	28
31 Half Term	1 Nov	2	3	4

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November 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
31 Oct	1 Nov	2	3	4
	Half Term			
7 09:30 DM Site Inspection	8	9 10:00 Audit & Corporate Services	10	11
14	15	16 10:00 workshop	17	18
21	22	23	24	25
28	29	30 10:00 Operational Review	1 Dec	2

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December 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
28 Nov	29	30	1 Dec	2
5	6	7 10:00 DM Committee	8	9
12	13	14 10:00 NPA 14:00 HR Committee	15	16
19	20	21	22	23
26	27	28	29	30
School Holidays To 6 Jan 23. →				
	Christmas Bank Holiday (United Kingdom)			

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January 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2 Jan	3	4	5	6
← From 26 Dec 22 School Holidays				
New Year's Day (Observed) (United Kingdom)				
9 09:30 DM Site Inspection	10	11	12	13
16	17	18	19	20
23	24	25 10:00 DM Committee	26	27
30	31	1 Feb	2	3

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February 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
30 Jan	31	1 Feb 10:00 SDF Committee	2	3
6 09:30 DM Site Inspection	7	8 10:00 NPA 14:00 Employee Forum	9	10
13	14	15 10:00 workshop 14:00 Member Development	16	17
20	21	22	23	24
Half Term				
27	28	1 Mar	2	3

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March 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
27 Feb	28	1 Mar 10:00 Audit & Corporate Services	2	3
6	7	8 10:00 DM Committee	9	10
13	14	15 10:00 Operational Review 14:00 HR Committee	16	17
20 09:30 DM Site Inspection	21	22 10:00 Standards Committee 14:00 CE PR Panel	23	24
27	28	29 10:00 NPA 14:00 workshop	30	31

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April 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3 Apr	4	5	6	7
School Holidays				
				Good Friday (United Kingdom)
10	11	12	13	14
School Holidays				
Easter Monday (United Kingdom)				
17	18	19	20	21
School Holidays		10:00 DM Committee		
24	25	26	27	28
		10:00 SDF Committee		

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May 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1 May	2	3	4	5
May Day Bank Holiday (United Kingdom)		09:30 Study Day		
8	9	10	11	12
09:30 DM Site Inspection		10:00 NPA 14:00 workshop		
15	16	17	18	19
		10:00 Audit & Corporate Services		
22	23	24	25	26
		10:00 workshop		
29	30	31	1 Jun	2
Half Term				
Spring Bank Holiday (United Kingdom)				

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June 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
29 May	30	31	1 Jun	2
			Half Term	
5	6	7	8	9
		10:00 DM Committee		
12	13	14	15	16
		10:00 Operational Review		
		14:00 Member Development		
19	20	21	22	23
09:30 DM Site Inspection		10:00 NPA		
		14:00 workshop		
26	27	28	29	30