

Board / Committee dates 2023/24

Board Meeting	28 th March 2023	6 th June 2023	18 th July 2023 (AGM) 15:00	5 th Sept 2023	17 th October 2022 BOARD AWAY DAY	12 th Dec 2023 14:30	5 th March 2024
Finance Meeting			18 th July 2023 13:30			12 th Dec 2023 13:30	

All meetings will be held by Teams or at Sevenoaks Town Council offices.

Board Meeting	<i>Before meeting – RG to deliver H&S, Building Obligations training/update</i> <u>Risk Register Q4</u>	28 th March 2023 13:30 – 16:00
Board Meeting	<i>Before meeting – JS to deliver Equality & Diversity training/update</i> <u>Risk Register Q1</u>	6 th June 2023 13:30 – 16:00
Finance Committee	Agree statutory accounts	18 th July 2023 13:30 – 14:30
Annual General Meeting	Adoption of statutory accounts Board Member and Chairman Appointments Appointment of auditor	18 th July 2023 15:00 – 16:30
Board Meeting	<i>Before meeting – AJ to deliver Finance & Treasury Management and Deep Dive Budget training/update</i> <u>Risk Register Q2</u>	5 th September 2023 13:30 - 16:00
Board Away Day	<i>To include Risk Management talk/facilitator</i>	17 th October 2023 9:30 – 17:00
Finance Committee	<u>Budget 2022/23</u>	12 th December 2023 13:30 – 14:15

Board Meeting	<i>Before meeting – FO to deliver Data Protection training/update</i> <u>Risk Q3</u>	12 th December 2023 14:30 – 16:30
Board Meeting	<u>Risk Register Q4</u>	5 th March 2024 14:00 – 16:00

Please note that Audit Committee dates will be added once these have been agreed by the Board.