

Agenda Timetable for Council Meeting (Council Tax)
4 March 2026, 7.30 pm

		FEBRUARY
1	<i>Publication of INITIAL Agenda for the Meeting [Rule 6 and Appendix]</i>	Thursday 12
2	Cabinet Meeting at which budget recommendations will be determined	Wednesday 18
3	Publication of REVISED Agenda for the Meeting	Thursday 19
4	Issue of FINAL AGENDA (but it may be necessary to publish a Supplementary Agenda) [Rule 6]	Tuesday 24
5	Last date for receipt of any amendment to the Council budget	Monday 23

NOTES: (1) The deadline on the dates specified is midnight in each case.

- (2) The order and content of items published in the Initial and Revised Agendas are provisional. The definitive documents are published in the Final Agenda (and any subsequent Supplementary Agenda).
- (3) The order of the Final Agenda is printed subject to any variation that may be agreed at the meeting by procedural motion or direction of the Mayor.

Note: Council Procedure Rule 11.8 requires that:

- (a) An amendment to a motion/report at the annual Council Tax setting must be submitted to the Chief Executive no later than 6 clear days before the Council Tax setting meeting, and must be such that the amendment would, if passed, in the view of the Chief Finance Officer enable a robust budget to be set.
- (b) Upon receipt of such amendment the Chief Finance Officer shall consider whether it meets the “robust budget” test, and:
 - (i) If it does meet the test, the Proper Officer shall include it on the agenda for the meeting.
 - (ii) If it does not meet the test but the Chief Finance Officer considers that, duly altered, it will do so, that officer shall consult the proposers and, if they accept the alteration(s), the Proper Officer shall include it, as altered, on the agenda for the meeting.
 - (iii) If it does not meet the test and the Chief Finance Officer considers that, whether or not altered, it will not do so, that officer shall refer the amendment to the Proper Officer who shall proceed with it as an improper amendment under Rule 11 (3) (b).
- (c) As it is imperative that there is a level playing field, any new base information relating to or affecting Council tax that comes to light after the Cabinet has made its Council Tax recommendations will be supplied to all Groups at the same time by the Chief Finance Officer.

Additional Notes

- (1) The Council has a legal obligation to set a Council Tax for 2026/27.
- (2) Section 106 of the Local Government Finance Act 1992 imposes restriction on voting in respect of any Member by whom any Council Tax has remained unpaid for at least two months.

Any Member in doubt as to the position may seek advice before the meeting from the Monitoring Officer.

(3) Regulations provide that the minutes of the meeting record how each Councillor voted (including any abstentions) when determining the Council's budget and the level of Council Tax to be levied.

(4) The Cabinet's Report will refer to the Chief Executive's report to the Cabinet.

Members are asked to retain their copy of the Cabinet Report for this purpose.

(5) Council Procedure Rule 3 applies to the order of business at this meeting.

(6) By Council Procedure Rule 13.3, the speech of any Group Leader (or Member nominated to speak on behalf of a Group Leader: any Group Leader should announce any such nomination when the Mayor invites that Leader to speak) on any motion or amendment relating to the Council Tax should not exceed **twenty minutes** and participants in general debate for three.

(7) Council Procedure Rule 11.8 governs amendments to motions and reports at this meeting. Any amendment must be such that it would, if passed, enable a robust budget to be set in the view of the Chief Financial Officer [as it is imperative that there is a level playing field, any new base information relating to or affecting Council tax that comes to light after the Cabinet has made its Council tax recommendations will be supplied to all Groups at the same time by the Section 151 Officer].