

About Council Meetings

Council meetings

Formal Council meetings are held throughout the year to discuss Farnham Town Council business. All Farnham town councillors are invited to attend. The meetings take place in the Council Chamber at the [Town Council office](#). There are normally around nine meetings per year of the Full Council, which take all decisions. Full Council meets on a Thursday evening at 7pm. The Mayor of Farnham chairs the meeting. At the meeting, elected councillors receive reports that have been researched and written by [officers](#) who work at Farnham Town Council. The reports include a recommended action. Councillors are asked to vote to show whether they agree or disagree with the recommendation.

Council structure and working groups

The Town Council has a number of working groups and task groups, of which the structure is set out in the [organisation chart](#). All of the working groups ultimately report to Full Council and the majority of these groups do not have decision making powers. They all have specific areas of responsibility which are set out in the [working group terms of reference](#).

Agendas and minutes

Agendas for Council meetings are published three working days before the meeting takes place. Minutes are approved as part of the agenda for the subsequent Full Council meeting. [Agendas and minutes](#) can be seen online or at Farnham Town Council's offices. Reports about items which are confidential and discussed in exempt are not available.

Open to the public

All meetings of the full council are open to members of the public. Visitors are invited to sit in an area known as the public gallery. Sometimes confidential matters will need to be discussed and the meeting will go into a closed session. If this happens, members of the public will be asked to leave the meeting.

Getting involved

You can ask a question prior to a Council meeting on any Farnham matter that is not on the agenda for discussion. You can also make a statement during a particular point in the meeting about any matter on the agenda. A petition can be presented to any meeting. See our [Standing Orders](#) for more details about how the Council operates.

Annual town meeting of electors

The annual town meeting normally takes place in Farnham in March. See the Farnham Town Council [calendar](#) for the date of the next meeting. All electors are invited to come along to the meeting to hear what the Council has been doing during the last year. Anybody can ask the councillors questions.

Mayor making

The election of the [Town Mayor](#) takes place in May each year. The Mayor is

selected from among the town councillors.

Dates of meetings

Dates of meetings can be found in our Farnham Town Council [calendar](#).