

Committee	COUNCIL MEETING
Date	14 April 2025
Agenda Item	12

To consider proposed Christmas Office hours December 2025

CHRISTMAS OFFICE HOURS			
Day	Date	Office	Details
Tuesday	23 Dec	OPEN	
Wednesday	24 Dec	CLOSED	Staff Normal Day off
Thursday	25 Dec	CLOSED	Bank Holiday
Friday	26 Dec	CLOSED	Bank Holiday
Monday	29 Dec	CLOSED	Statutory Day Off
Tuesday	30 Dec	CLOSED	Statutory Day Off
Wednesday	31 Dec	CLOSED	Staff Normal Day off
Thursday	1 Jan	CLOSED	Bank Holiday
Friday	2 Jan	CLOSED	Staff to take 1 day holiday

Recommendation : that HTC approves the proposed Christmas office hours 2025.

Sarah Greator

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Town Clerk