



GRENDON UNDERWOOD PARISH COUNCIL

All correspondence to the Parish Clerk on clerk.gupc@outlook.com
Tel: 0787 368 3043 Web Site: <https://www.gupc.org.uk/>

MEETING SCHEDULE 1st April 2025 – 31st March 2026

CD28.v2

GENERAL PARISH COUNCIL MEETINGS are held on 4th TUESDAY of 9 MONTHS pa. AN ANNUAL PARISH COUNCIL MEETING will be called on the 4th TUESDAY in MAY.

AN ANNUAL PARISH MEETING will be called on the 4th TUESDAY in MAY

[immediately prior to the Annual Parish Council Meeting].

Please note dates are subject to confirmation at the previous meeting and dates may change at short notice subject to holidays or unavoidable circumstances beyond the council's control.

Council may call extra-ordinary additional meetings at any time according to need arising.

Please check with a councillor or the council web site (as above) as Council can take no responsibility for consequences arising from new or changed dates.

KEY MEETING MILESTONES

PRE-MEETING

10 days before a meeting – cut off for requests for clarification of Minutes of the previous meeting.

7 days before a meeting – cut off for requests to add Agenda items.

3 clear days before a general meeting - Agenda posted to the web site & village notice board.

7 clear days before an annual meeting - Agenda posted to the web site & village notice board.

POST-MEETING

7 clear days after a meeting – Approved minutes of previous meeting posted to web site & notice boards.

7 clear days after a meeting - Draft minutes of meeting posted to the web site & notice board.

YOU CAN REQUEST THIS DOCUMENT IN LARGE PRINT ON REQUEST TO YOUR COUNCILLOR

Date	Meeting	Agenda Posted	Draft Minutes Posted
22 nd April 25	Full General Meeting	16 th April	28 th April
27 th May 25	Annual Parish Meeting	19 th May	2 nd June
27 th May 25	Annual Parish Council Meeting	19 th May	2 nd June
24 th June 25	Full General Meeting	18 nd June	30 th June
22 nd July 25	Full General Meeting	16 th July	28 th July
August	No meeting	unless by agreement	-
23 rd September 25	Full General Meeting	17 th September	29 th September
28 th October 25	Full General Meeting	22 nd October	3 rd November
25 th November 25	Full General Meeting	19 th November	1 st December
December	No meeting	unless by agreement	-
27 th January 2026	Full General Meeting	21 st January	2 nd February
24 th February 2026	Full General Meeting	18 th February	2 nd March
24 th March 2026	Full General Meeting	18 th March	30 th March