



## GRENDON UNDERWOOD PARISH COUNCIL

All correspondence to the Parish Clerk on [clerk.gupc@outlook.com](mailto:clerk.gupc@outlook.com)  
Tel: 07789938307 Web Site: <https://www.gupc.org.uk/>

### MEETING SCHEDULE 1<sup>st</sup> April 2026 – 31<sup>st</sup> March 2027

CD28.v2

**GENERAL PARISH COUNCIL MEETINGS** are held on 4<sup>th</sup> MONDAY of 9 MONTHS pa.  
**AN ANNUAL PARISH COUNCIL MEETING** will be called on the 4<sup>th</sup> MONDAY in MAY,  
subject to re-arrangement for Bank Holiday.

**AN ANNUAL PARISH MEETING** will be called on the 4<sup>th</sup> MONDAY 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	Website ID	Meeting	Agenda Posted	Draft Minutes Posted
27 <sup>th</sup> April 26	262701	Full General Meeting	22 <sup>nd</sup> April	1 <sup>st</sup> May
25 <sup>th</sup> May 26 (6pm)	262702	Annual Parish Meeting	18 <sup>th</sup> May	29 <sup>th</sup> May
25 <sup>th</sup> May 26	262702	Annual Parish Council Meeting	20 <sup>th</sup> May	29 <sup>th</sup> May
22 <sup>nd</sup> June 26	262703	Full General Meeting	17 <sup>th</sup> June	26 <sup>th</sup> June
27 <sup>th</sup> July 26	262704	Full General Meeting	22 <sup>nd</sup> July	31 <sup>st</sup> July
August 26	262705	No Meeting	unless by agreement	
28 <sup>th</sup> September 26	262706	Full General Meeting	23 <sup>rd</sup> September	2 <sup>nd</sup> October
26 <sup>th</sup> October 26	262707	Full General Meeting	21 <sup>st</sup> October	30 <sup>th</sup> October
23 <sup>rd</sup> November 26	262708	Full General Meeting	18 <sup>th</sup> November	27 <sup>th</sup> November
7 <sup>th</sup> December 26	262709	Budget meeting	2 <sup>nd</sup> December	11 <sup>th</sup> December-
25 <sup>th</sup> January 27	262710	Full General Meeting	20 <sup>th</sup> January	29 <sup>th</sup> January
22 <sup>nd</sup> February 27	262711	Full General Meeting	17 <sup>th</sup> February	26 <sup>th</sup> February
22 <sup>nd</sup> March 27	262712	Full General Meeting	17 <sup>th</sup> March	26 <sup>th</sup> March