

Holme Valley Parish Council

Meeting Schedule- April 2025 to May 2026



MEETING SCHEDULE 2025-6 VERSION 1			
DATE	MEETING	TIME	CLERK
QUARTER 2			
7 April	School Holiday		
14 April	School Holiday		
21 April	Bank Holiday		
28 April	Planning Committee 1	1900HRS	GS
5 May	Bank Holiday		
12 May	FREE BEFORE FULL COUNCIL		
19 May	HVPC ANNUAL COUNCIL 1	1900HRS	JM/RM/GS
26 May	Bank Holiday		
2 June	Finance and Management Committee 1 AGAR	1900HRS	RM/JM
9 June	Service Provision Committee 1	1900HRS	JM
16 June	FREE BEFORE FULL COUNCIL		
23 June	COUNCIL 2 AGAR	1900HRS	JM/RM/GS
QUARTER 3			
30 June	Planning Committee 2 HONLEY LIBRARY TBC	1900HRS	GS
7 July			
14 July			
21 July	Staffing Committee 1	1900HRS	JM
28 July	School Holiday		
4 August	School Holiday		
11 August	Finance and Management Committee 2	1900HRS	RM/JM
18 August	Planning Committee 3	1900HRS	GS
25 August	Bank Holiday		
1 September	FREE BEFORE FULL COUNCIL		
8 September	FULL COUNCIL 3	1900HRS	JM/RM/GS
15 September			
22 September	Service Provision Committee 2 – grants (Q3)	1900HRS	JM
29 September	Finance and Management Committee 3- grants	1900HRS	RM/JM
QUARTER 4			
6 October	Planning Committee 4	1900HRS	GS
13 October	FREE BEFORE FULL COUNCIL		
20 October	FULL COUNCIL 4	1900HRS	JM/RM/GS
27 October	School Holiday		
3 November	Staffing Committee 2 - budget	1900HRS	JM/RM
10 November	Planning Committee 5 - budget	1900HRS	GS/RM
17 November	Service Provision Committee 3 (Q4) - budget	1900HRS	JM/RM
24 November	FREE TO ASSEMBLE DRAFT BUDGET		
1 December	Finance and Management Committee 4 – budget	1900HRS	RM/JM
8 December	FREE BEFORE FULL COUNCIL		
15 December	COUNCIL 5- budget	1900HRS	JM/RM/GS
22 December	School Holiday		
29 December	School Holiday		

Agendas published on the Council Website three working days prior to the meeting.

clerk@holmevalleyparishcouncil.gov.uk

Version 1 18-03-2025

Holme Valley Parish Council

Meeting Schedule- April 2025 to May 2026

MEETING SCHEDULE 2025-6 VERSION 1			
DATE	MEETING	TIME	CLERK
QUARTER 1			
5 January 2025	FREE FOR AGENDAS TO BE PREPARED		
12 January	Planning Committee 6	1900HRS	GS
19 January	Finance and Management Committee 5 - precept	1900HRS	RM/JM
26 January	FREE BEFORE COUNCIL		
2 February	COUNCIL 6- precept	1900HRS	JM/RM/GS
9 February			
16 February	School Holiday		
23 February	Service Provision Committee 4	1900HRS	JM
2 March	Finance and Management Committee 6 - Grants	1900HRS	RM/JM
9 March	Planning Committee 7	1900HRS	GS
16 March	FREE BEFORE COUNCIL		
23 March	Annual Parish Meeting COUNCIL 7 - grants		JM/RM/GS
30 March	School Holiday		
QUARTER 2			
6 April	School Holiday		
13 April	Staffing Committee 1	1900HRS	JM
20 April			
27 April	Planning Committee 1	1900HRS	GS
4 May	Bank Holiday		
11 May	FREE BEFORE COUNCIL		
18 May	ANNUAL COUNCIL (1)	1900HRS	JM/RM/GS
25 May	Bank Holiday		

NOTES
Full agendas and papers for each meeting are published on the HVPC website 3 working days prior to the meeting.
All meetings are meetings held in public– members of the public are welcome to attend. Every meeting begins with a public session where any member of the public can have up to 3 minutes to share information/comment. Contact the Clerk for more information.
Meetings are on Monday evenings and start at 7pm.
Meetings are in the Exhibition Room, Top Floor, Holmfirth Civic Hall, unless otherwise stated.
Meeting-free week before Full Council where possible to enable all previous meetings to be included in Council agenda. The week after a long holiday period should be a free week to allow agendas to be distributed.
Annual Parish Meeting (of electorate) to be held between 1 March and 1 June.
In an election year the Annual Council Meeting is to be held between 4 and 14 days after polling day.
Service Provision meets 4 times a year; Planning meets every 8 weeks if possible; Staffing meets 3 times a year or as needed; Finance and Management and Full Council generally alternate month on month.
Meetings are clerked by the lead initials of officer(s) listed with any additional officer in attendance as indicated. JM=Mrs Jen McIntosh (Clerk); RM=Mr Rich McGill (Deputy Clerk/Responsible Financial Officer):GS=Mrs Gemma Sharp (Assistant Clerk).