

The Old Sorting Office  
Chapel Street  
Bishop's Itchington  
Southam  
CV47 2RB

## **Notice of Ordinary Meeting of the Parish Council**

**Monday 1 December 2025 at 7.30pm  
The Community Centre  
Ladbroke Road  
Bishop's Itchington  
Southam  
CV47 2RN**

Members of the public and press are invited to attend the parish council meeting and are welcome to address the parish council on any item on the agenda during the public forum.

Please note that the meeting may be recorded or filmed and that the council is unable to give any guarantee that members of the public will not be included. If this concerns you, please contact the clerk prior to the meeting. If you would like to record or film a meeting, we encourage you to contact the council in advance so that we can ensure the necessary arrangements are in place.

Yours sincerely,

*Jill Green*

**Jill Green  
Clerk to the Council  
24<sup>th</sup> November 2025**

---

### **AGENDA**

- 1. Chairman's Announcements**
- 2. Apologies:**  
To receive and consider accepting apologies from members.
- 3. Declaration of Interests:**  
Members are responsible for determining whether they have a disclosable pecuniary interest in any item on the agenda, as defined by regulations made by the Secretary of State and should disclose it and any other conflict of interest they may have, as soon as possible after the start of the meeting.
- 4. Dispensations:**  
To receive and consider granting any dispensation requests.

**5. Minutes:**

To approve the following minutes:

Minutes of the ordinary Parish Council Meeting held on 3 November 2025.

**6. Public Forum:**

A maximum of 15 minutes is set aside for members of the public to address the council on any item on the agenda. A maximum of 3 minutes shall be allowed for each speaker.

**7. Planning Matters:**

- i. To note the comment submitted on the following planning application:

**A) 25/00829/OUT**

**Land To South Gaydon Road Bishops Itchington - Amended Application**

Further observations required by 28 November 2025.

- ii. To consider the parish councils response to the following planning application:

**A) 24/00745/FUL**

**Spring Paddocks Gaydon Road Bishops Itchington Southam CV47 2QX – Appeal.**

Demolish existing timber stable block and construction of a hay/straw storage barn and garaging for a horse box. Construction of a single storey grooms dwelling within the footprint of existing stable block.

All written representations must be received by 8 December 2025.

- iii. To note the decision on the following planning application:

**A) 25/02291/TPO**

**4A Chapel Street Bishops Itchington Southam CV47 2RB**

-T1, T2 lime - Prune back new epicormic growth on the lower part of the trees. Side prune new growth under service wire (prune back to main stem), to achieve 1 metre safe clearance from conductors. Remove dead limb 3/4 of the way up T2 lime tree, pruning back to main stem.

**Decision - Tree Preservation Order - Approved Works**

**8. County, District & Parish Liaison:**

To exchange latest information with WCC and SDC councillors.

**9. Cemetery**

- a. To review the Rules & Regulations for Burials and the Memorial Safety Policy
- b. To review Chapel Opening
- c. To review Cemetery boarder planting

**10. Playing Field & Cemetery - CCTV**

To review the test equipment/feedback and agree any next steps.

**11. General Maintenance Person**

To discuss requirements and agree next steps.

**12. River Water Quality Testing Scheme**

Context and equipment required.

**13. Tree Maintenance**

- a. Cherry Tree – Lakin Drive

**14. Finance:**

- i. To receive monthly financial reports for November 2025,
- ii. To receive bank reconciliation reports for November 2025,
- iii. To approve accounts for payment 1<sup>st</sup> December 2025,
- iv. To approve the regular monthly payments (November 2025) for the current financial year as per 5.6 Financial Regulations 2019 for England:

**15. Portfolio Holders Update:**

To receive updates from Portfolio Holders.

**16. Reports and Questions:**

Members may raise any matter in brief here.

**17. Exclusion of Public & Press:**

Confidential matters, including those identified during the course of the meeting, to be discussed here following a resolution to exclude the public under Section 100A of the Local Government Act 1972.

- 1. To discuss and agree quotes for the Cemetery Environmental Review.

**18. Date of Next Meeting:**

The next ordinary meeting of the parish council will take place on Monday 5<sup>th</sup> January 2025 at 7.30pm at the Community Centre.

**19. Close of Meeting.**