

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

Notice of Ordinary Meeting of the Parish Council

**Monday, 3 November 2025 at 7.30pm
The Community Centre
Ladbroke Road
Bishop's Itchington
CV47 2RA**

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
27th October 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 6 October 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 discuss any Applications received following agenda issue.
8. **County, District & Parish Liaison:**
To exchange latest information with WCC and SDC councillors.
9. **Community Grant Application**
Discussion regarding Grant Application received from Bishop's Itchington Senior Residents Association.
10. **Hedges/Trees:**
 - a. 21 Bishops Gate/Yellow Land
Discussion regarding removal of self-seeding saplings.
 - b. Request for memorial fruit tree to be added to Orchard in Playing Fields
11. **Dog Fouling Bin – Scowcroft Drive**
SDC upgrade & support costs for alternative bin, following resident complaints and further monitoring of bin usage.
12. **Youth Shelter**
To update the Council on the consultation exercise.
13. **Cemetery**
 - a. To Review the Rules & Regulations and the Memorial Safety Policy
 - b. To review Cemetery pricing
14. **Grounds Maintenance Contract**
To confirm contract requirements and timeline.
15. **Finance:**
 - i. To receive monthly financial reports for October 2025,
 - ii. To receive bank reconciliation reports for October 2025,
 - iii. To approve accounts for payment 3rd November 2025,
 - iv. To approve the regular monthly payments (October 2025) for the current financial year as per 5.6 Financial Regulations 2019 for England:

16. Portfolio Holders Update:

To receive updates from Portfolio Holders.

17. Reports and Questions:

Members may raise any matter in brief here.

18. 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 further discuss due diligence and agree quotes for the Cemetery Risk Assessment.
2. To Note the order placed for Insurance.
3. To discuss and agree refreshed quotes for Old Road & Central Drive Village Greens.

19. Date of Next Meeting:

The next ordinary meeting of the parish council will take place on Monday 1st December 2025 at 7.30pm at the Community Centre.

20. Close of Meeting.