

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

Notice of Ordinary Meeting of the Parish Council

Monday 7 September 2026 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
27 August 2026

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 from the ordinary meeting held on Monday 6th July 2026.

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:

7.1 To Note the parish council's response to:

A) 26/01455/FUL

46 Dadglow Road, Bishop's Itchington

Proposal - Single storey rear and side extension.

Response required by 26 August 2026 – No Representations

B) 26/01259/FUL

20 Scowcroft Drive

Proposal - Two storey side extension and conversion of existing garage.

Response required by 24 August 2026 – No Representations

7.2 To note the outcome of the following planning applications.

A)26/01268/COUR

Wells Motor Cars Ltd, Ladbroke Road, Bishops Itchington, Southam CV47 2RP

Proposal - Change of use from agriculture to Class E (commercial) and Class B8 (storage/distribution)

Granted 21/07/26

B)25/01765/FUL

Land At Banbury Road (B4100) Gaydon CV35 0HL

Proposal - The demolition of all existing buildings and erection of commercial/employment units within Use Classes E(g)(iii) (Industrial Processes), B2 (General Industrial) and B8 (Storage and Distribution) with ancillary offices, together with means of access (pedestrian and vehicular), servicing of the units, car parking, landscaping and all other associated works including installation of pedestrian crossing, drainage, lighting and changes to the existing alignment of public right of way (SM80).

Permission with Conditions 06/08/26

C)26/01113/LDP

23 Bishops Gate Bishops Itchington Southam CV47 2UT

Proposal - Conversion of an existing detached garage to a home office with ancillary storage.

Granted 12/08/26

7.3 To agree the response to the following planning application.

A) 26/01883/FUL

24 Chapel Street Bishops Itchington Southam CV47 2RB

Proposal - Extension to existing commercial building and change of use of garden to provide car parking for restaurant.

Response required by 16 September 2026

7.4 To agree any additional response to the following planning application.

A) 25/02974/OUT

Land North Of, Hambridge Road, Bishops Itchington

Proposal - Outline application with all matters reserved other than access for the demolition of an agricultural barn and erection of up to 150 dwellings with public open space and associated infrastructure.

An amendment/additional information has been received regarding additional drainage details to address LLFA objection received on 21.08.2026.

Further observations regarding the amendment required by 16 September 2026

7.5 To note that the consultation period for the South Warwickshire Local Plan (SWLP) closes on 8th September 11:59pm and to agree any further submissions.

8. County, District & Parish Liaison:
To exchange latest information with WCC and SDC councillors.

9. Grants
To consider and decide upon the grant requests submitted by and Hidden Green Group and the Senior Residents Association.

10. Community Infrastructure Levy (CIL) nominations to SDC
Agree on priority items and if any further nominations in addition to the Pavilion need to be submitted (by 11 September 2026).

11. Asset Register
a. Report of re-valuation of the Chapel and Pavilion.
b. Agree revised Asset Register.

12. Cemetery
a. Interment of ashes for non-resident & purchase of plot for non-resident – agree responses to requests.
b. Stolen CCTV camera and solar panel. Agree any further action following report to the police and the ICO.
c. 5 affected memorials from the Memorial Safety Assessment – review and decide upon required actions.
d. Lakin plot – agree ongoing usage and maintenance.

13. Grounds Maintenance & Trees
a. To agree work required to an Ash Tree by 1 Bishop's Gate.
b. To agree hedge cutting/clearing - Land outside 25 Ladbroke Road.
c. To agree work required to re-instate a post on Central Drive.

14. Playing Fields

- a. Report from Fenny Compton visit re the Pavilion.
- b. Agree actions required to apply for grant funding from SDC for a new Sports Pavilion.
- c. Review and decide upon additional bin requirements - playing fields by orchard.
- d. Review and decide upon a resident request for a bench at the playing fields

15. Administration

- a. Agree cost and timeframes for the CiLCA Training for the Clerk.
- b. To note the Local Government Association (LGA), acting on behalf of the National Joint Council (NJC) for Local Government Services, pay agreement for local government employees. The settlement provides for a 3.3% increase in pay rates and allowances with effect from 1 April 2026. The agreed pay award covers the period from 1 April 2026 to 31 March 2027 and has been issued by NALC. To agree the pay award and back dated payment to 1 April 2026.
- c. To consider and agree any changes to the hourly rate for the role of Cemetery Manager and Play Area Inspector.
- d. To note the classification of enquiries received over the last 12 months.
- e. Policy and Document Framework Review - To receive the completed Policy and Document Framework Review, Drafting Pack and Council Action Tracker and agree an implementation plan.

16. Finance:

- a. To receive monthly financial reports for July & August 2026,
- b. To receive bank reconciliation reports for July & August 2026,
- c. To approve accounts for payment on 8 September 2026,
- d. To approve the regular monthly payments (July & August) for the current financial year as per 5.6 Financial Regulations 2019 for England,

17. Portfolio Holders Update:

To receive updates from Portfolio Holders.

18. Reports and Questions:

Members may raise any matter in brief here.

19. 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 consider quotations for 'Erosion of Floor surface inside the cemetery gate' and select a provider.
- 2. To consider quotations for 'Erosion of Path in the Play Area' and select a provider.
- 3. To consider quotations for the re-pointing work required at the Chapel and select a provider.
- 4. To consider quotations regarding the water configuration in the Pavilion and select a provider.

20. Date of Next Meeting:

The next ordinary meeting of the parish council will take place on Monday 5 October 2026 at 7.30pm at the Community Centre.

21. Close of Meeting.