

BISHOP'S ITCHINGTON PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting 6 July 2026 – 7.30pm

Present:

Cllr Kettle (Chairman)
Cllr N. Thomas (Vice Chairman)
Cllr J. Thomas
Cllr Lamont
Cllr Horsman
Cllr Burns

In Attendance:

Jill Green - Clerk to the Council
Cllr Natalie Gist – District Councillor

Absent

Cllr Dugmore
Cllr Tressler

Public: 1

1. Chairman's Announcements:

26/67

As the Chairman had been delayed, the Vice Chairman welcomed all to the meeting and there were no further announcements.

2. Apologies:

26/68

Apologies had been received from Cllr Dugmore and Cllr Tressler in advance and were accepted. Cllr Kettle had been delayed and would join the meeting shortly.

3. Declarations of Interest:

26/69

None.

4. Dispensations:

26/70

None required.

5. Minutes:

26/71

To approve the following minutes:

Minutes of the ordinary Parish Council Meeting held on 1 June 2026.

It was **RESOLVED** that the minutes of the ordinary Parish Council meeting held 1 June 2026, be accepted as a true and complete record of the meeting. Proposed Cllr J. Thomas, seconded Cllr Burns, All in Favour.

Signature.....

Cllr Lamont Joined the meeting at 7.37pm.

6. Public Forum:

26/72

There was one member of the public who participated in the Public Forum as follows:

The resident attended in support of the Grant Application for Bishop's Itchington Play Group (Item 9) and explained that she had been involved in the overall running of the Play Group since September 2025, and that it is supported by 3 volunteers. All equipment is stored in a shed at the Memorial Hall, however 70% of the toys had needed to be disposed of due to the damp/mouldy conditions. The shed needs replacing, there is no floor and it is unsafe to use. Sponsorship has been sought however there are insufficient funds to cover this.

Cllr Gist joined the meeting at 7.45pm.

7. Planning Matters:

26/73

1. To Note the parish council's response to:

A) 26/01366/TPO

Bishops Hill Nature Reserve Ropeway Bishops Itchington

Proposal

7 trees on boundary of nature reserve and properties on Rupert Kettle Drive, Meadow Crofts and Bishops Gate to be felled and stacked. G1 - 2 ash trees - Fell due to being infected with dieback and have been deemed an unacceptable risk through internal ash dieback management policy due to loss of crown density, size of tree and location adjacent to property. G2 - 3 ash trees - Fell due to being infected with dieback and have been deemed an unacceptable risk through internal ash dieback management policy due to loss of crown density, size of tree and location adjacent to property. T1 - ash - Fell as tree is dead due to being infected with dieback and have been deemed an unacceptable risk through internal ash dieback management policy due to loss of crown density, size of tree and location adjacent to property. Referred to as I1 on sketch plan. T2 - ash - Fell due to being infected with dieback and have been deemed an unacceptable risk through internal ash dieback management policy due to loss of crown density, size of tree and location adjacent to property. Referred to as I2 on sketch plan.

Response required by 24 June 2026 – No Representations Submitted.

Application Approved 29 June 2026

Noted.

B)26/01268/COUR

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

Signature.....

Proposal

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

Response required by 25 June 2026 – No Representations Submitted.

Noted.

2. To Consider the parish council's response to:

A)26/01122/OUT

Land Off, Station Road, Bishops Itchington

Proposal - Outline planning application with all matters reserved, except for access into and out of the site, for the development of up to 200 residential units (Use Class C3), open space, hard and soft landscaping, highways works, infrastructure works, ancillary and associated works.

Response Required by 10 July 2026.

Cllr Dugmore had drafted a proposed response to this planning application which had been circulated to Councillors in advance of the meeting. It was **PROPOSED** that this be accepted as the Parish Council's response with additional comments relating to the quality of arable land, the archaeological site, sewage issues and footpaths through the area. It was **RESOLVED** to make this submission on this basis. Proposed Cllr N. Thomas, seconded Cllr Burns. All in Favour.

8. County, District & Parish Liaison: 26/74

To exchange latest information with WCC and SDC councillors.

Stratford District Council (SDC) – Cllr Gist had previously circulated their report (July 26) in advance for review. In addition to the report the following points were highlighted:

- Cllr Beavan had advised that two sites had been included in the latest version of the South Warwickshire Local Plan. These sites had not had community input and, by themselves, are unlikely to attract the investment in services the village requires. Awareness of this has been posted on Facebook.
- SDC is supporting the Wilder Communities Project run by Warwickshire Wildlife Trust. Wilder Communities Project works to improve education grounds, community green spaces and other publicly accessible areas for nature.
- Community Climate Change and Nature Fund – closing date of 27 July 2026.
- Southam SNT have been engaged regarding water safety at Blue Pool at Bishop's Hill.
- Orbit Properties in St Michael's Close and Gaydon Road - Orbit did not proceed with their three planning applications to demolish these properties and develop in their place. Following that refusal, Cllr Gist encouraged Orbit to refurbish these properties and re-let them. Cllr Gist reported that the properties in St Michaels Close have been refurbished and re-let and that it is understood that renovations are underway on the properties on Gaydon Road.

Signature.....

- SDC has a funding pot of money received from Community Infrastructure Levy (CIL) which can be used to fund infrastructure projects across the District. Cllr Gist has ensured that Bishop's Itchington's need for a new Sports Pavilion has now been included on the list. Being on the list is not a guarantee of funding, however, it does mean that later in the year, the Parish Council will be invited by SDC to apply for funding for the pavilion project.

Thanks were given to Cllr Gist for helping with the CIL funding advice outlined above.

Cllr Kettle arrived at 8.11pm

Warwickshire County Council (WCC) – Cllr Kettle provided the following highlights for the month:

- The Director of Highways at WCC is speaking with David Wilson Homes regarding the lack of grit bin provision at the Bishop's Hill Estate. Cllr Kettle to provide an update when available.
- Cllr Kettle advised that a quotation of £1,013.92 had been received to replace the village flag sign and, due to the cost, this was being pursued.
- The electronic speed signs are to be reinstated, and an assessment of placement has taken place.
- The Hambridge will be opening in July 2026 with a weight restriction.
- Cllr Kettle has a meeting with the HS2 representative and EKFB on 9 July 2026, following the delay in the Kineton Road closure, which is now estimated to be October 2026.

9. **Grants – Bishop's Itchington Play Group Request:**
26/75

A discussion took place regarding a Grant Application received from Bishop's Itchington Play Group. This had been circulated in advance for review. It was **RESOLVED** to support this grant application in full, based on the quotation from Marraway Timber at £2,200. All waste will be removed as part of the project and the new shed will be placed at the Memorial Hall. Proposed Cllr Horsman, seconded Cllr J. Thomas, all in favour.

10. **Playing Fields:**
26/76

- a. To consider the request for 'Yoga in the Park' sessions at the Playing fields on the 26 July and the 6 September at 7am, and finalise a response.

The dates for consideration are now 2 August and 6 September 2026. It was **RESOLVED** to support this request. Proposed Cllr Kettle, seconded Cllr Lamont, all in favour.

- b. Pavilion - Cllr Lamont to propose storage options and internal improvements to the building that could be made.

Signature.....

Options are currently being considered, these will be presented at the next meeting.

- c. To agree quotation for repair work required to play area.

It was **RESOLVED** to agree this quotation but to adjust to two cradle seats as both require replacement. Proposed Cllr Kettle, seconded Cllr N. Thomas, all in favour.

11. Councillors Corner:
26/77

- a. To finalise new dates & venue for Councillors Corner sessions.

It was agreed that the next Councillor's Corner date would be Saturday 5th September 2026 between 10am and 12pm at the Village Store.

12. Speeding Compliance Data:
26/78

- a. Presentation of the analysis of the speeding compliance data by Cllr Tressler and Cllr Dugmore and agreement on any subsequent actions.

Deferred to the next meeting as Cllr Dugmore and Cllr Tressler were not in attendance.

13. Cemetery:
26/79

- a. To agree any further actions following repeated vandalism at the Cemetery.

This item is now resolved but it was noted that an immediate response had been provided including signs, engagement of Southam SNT, and the Rural Crime Team at Stratford DC, regular monitoring visits and a lock fitted to the toolshed. CCTV camera testing is underway prior to placement at the Cemetery, and the CCTV Policy has been signed off and is available on the website.

14. Tree Surgery:
26/80

- a. To agree work required to a Cherry Tree in Scowcroft Drive.

It was **RESOLVED** to agree this quotation. Proposed Cllr Burns, seconded Cllr Kettle, all in favour.

15. Infrastructure Funding SDC:
26/81

- a. Agree actions following Cllr Gist's request for consideration for funding of infrastructure, specifically for the Sports Pavilion.

Signature.....

Cllr Gist agreed to facilitate a meeting for the Bishop's Itchington New Pavilion Steering Committee to view the new sports pavilion at Fenny Compton, where funding from SDC had been previously received.

Cllr N. Thomas and the Clerk to be added to steering group communications and to accompany the visit. Any application for CIL funding from SDC would need to be made by the Parish Council in collaboration with other interested village groups.

16. Finance:
26/82

- a. To receive monthly financial reports for June 2026,

Cllr Kettle noted that these had been received.

- b. To receive bank reconciliation reports for June 2026,

Cllr Kettle noted these had been received and that both accounts had reconciled.

- c. To approve accounts for payment on 6 July 2026,

It was **RESOLVED** to approve the accounts payable for 6 July 2026. Proposed Cllr N. Thomas, Seconded Cllr Burns. - All in Favour.

- d. To approve the regular monthly payments (June 2026) for the current financial year as per 5.6 Financial Regulations 2019 for England,

It was **RESOLVED** to approve the regular monthly payments (June 2026). Proposed Cllr N. Thomas, Seconded Cllr Burns. - All in Favour

17. Portfolio Holders Update:
26/83

To receive updates from Portfolio Holders.

Cllr Burns – A meeting has taken place with Warwickshire Wildlife Trust with regards to replanting. It is unfortunately likely that more trees will need to be removed due to Ash Dieback disease. Replanting will take place in Spring 2027. They are also looking into a Bat Box which has been removed.

Cllr N. Thomas – The warranty work on the wooden agility trail in the play area has been completed. The tennis nets and the courts have been damaged, therefore a chain has been put in place on the entrance to allow public use, but to deter the use of bikes on this part of the facility.

Cllr Horsman – There has been further police presence at both the Carnival and the School Summer Fair in addition to two Police Surgeries. There is a meeting at the school on 8 July 2026, and a housing application summary has been provided to enable the school to make any comments they wish to directly on the SDC E-Planning Portal. The school have now raised sufficient funds for the running track installation.

Signature.....

Cllr Lamont – There is a meeting with relevant parties as to how best to support the Hidden Green on 10th July 2026. Cllr Lamont is still chasing for a meeting regarding the Allotments.

18. Reports and Questions:
26/84

Cllr Kettle advised that he had received a report that the traffic through the village was an issue on Carnival Day.

19. Exclusion of Public & Press:
26/85

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.

Deferred to next meeting.

2. To consider quotations for 'Erosion of Path in the Play Area' and select a provider.

Deferred to next meeting.

20. Date of Next Meeting:
26/86

The next ordinary meeting of the parish council will take place on Monday 7th September 2026 at 7.30pm at the Community Centre.

21. Close of Meeting.
26/87

The meeting closed at 9.22pm.

Signed.....Chairman Date.....

Signature.....

Appendix A

Bishop's Itchington Parish Council				
Accounts Payable 6 July 2026				
To Whom Payable	Ref No	Ex Vat	Vat Payable	Totals
<i>Urgent accounts paid since last meeting requiring the formal approval of the council</i>				
E Biddle (office rent 01/6/26)	s/order	£ 495.00	£ -	£ 495.00
Three Business (Bill date 22/05/26)	d/debit	£ 52.00	£ 10.40	£ 62.40
Onecom - Cloud connectivity services	d/debit	£ 115.16	£ 23.03	£ 138.19
Unity Bank (Service Charge 31/05/26)	d/debit	£ 11.05	£ -	£ 11.05
	Sub-total	£ 673.21	£ 33.43	£ 706.64
Accounts for payment on 6 July 2026				
Clerking - Additional Hours	260624	£ 158.55	£ -	£ 158.55
Total-Play Ltd - Cricket Wicket	260612	£ 9,981.00	£ 1,996.20	£ 11,977.20
EON - Pavilion Electricity	260602	£ 30.05	£ 1.50	£ 31.55
Artscape - Mandale Close clearing and watering	260610	£ 270.00	£ 54.00	£ 324.00
OCNY - Initial Deep Clean of the pavilion	260613	£ 520.00	£ -	£ 520.00
WALC - Data Protection Training Cllr Dugmore	260614	£ 40.00	£ 8.00	£ 48.00
Parish Online - Annual Mapping software cost	260606	£ 140.00	£ 28.00	£ 168.00
Edge IT Systems - Essentials Support Package annual charge	260607	£ 565.95	£ 113.19	£ 679.14
Light Media - website hosting 04/06/26 to 03/09/26	260608	£ 90.00	£ 18.00	£ 108.00
Thomas Fox Landscaping - Mowing	260611	£ 2,487.23	£ 497.41	£ 2,984.64
Southam Agricultural Services - New Mower to be held at the Community Centre	260609	£ 315.83	£ 63.17	£ 379.00
Expenses office paper, sundries & cleaning products	260621	£ 63.63	£ -	£ 63.63
Expenses - Compost & Plants for garden group to do village planters	260619	£ 185.87	£ -	£ 185.87
Expenses - Steel bolt and padlock Cemetery Toolshed	260620	£ 42.98	£ -	£ 42.98
Expenses - Replacement Office Printer, 2 x CCTV cameras and CCTV signage	260603	£ 482.45	£ -	£ 482.45
Salary - Play ground inspection	260615	£ 58.98	£ -	£ 58.98
Crafty Cuppa Room Hire - Memorial Hall	260623	£ 90.00	£ -	£ 90.00
Thomas Fox - Grounds Maintenance	260626	£ 1,840.75	£ 368.13	£ 2,208.88
Adam Smith Window Cleaning - Bus shelters and office	260622	£ 30.00	£ -	£ 30.00
Expenses - Paint stripper & sanding equipment for Chapel Gates	260628	£ 51.57	£ -	£ 51.57
Expenses - CCTV Micro SD card x 2 & 12 month data package for 1 camera	260627	£ 152.26	£ -	£ 152.26
Salary - Cemetery	260618	£ 176.54	£ -	£ 176.54
Salary - General Maintenance - Work at Cemetery, Community Centre, Playing Fields	260617	£ 80.00	£ -	£ 80.00
Salary - Clerking	260616	£ 1,577.68	£ -	£ 1,577.68
	Sub-total	£ 19,431.32	£ 3,147.60	£ 22,578.92
	TOTAL	£ 20,104.53	£ 3,181.03	£ 23,285.56
Invoices checked & agreed.				
Signed:	J Green RFO	Councillor	Councillor	

Signature.....

Appendix B

Financial Budget Comparison

Comparison between 01/04/26 and 30/06/26 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/26

	Budget 2026/2027	Reserve Movements	Actual Net	Balance
INCOME				
Bishops Itchington Parish Council				
10 Precept	£112,500.00	£0.00	£56,250.00	-£56,250.00
20 Council Tax Support Grant	£0.00	£0.00	£0.00	£0.00
30 Burials	£2,500.00	£0.00	£470.00	-£2,030.00
40 Sec 136 & Other Reimbursements	£0.00	£0.00	£0.00	£0.00
50 Playing Field	£600.00	£0.00	£54.63	-£545.37
60 Interest - Current	£1,250.00	£0.00	£367.63	-£882.37
61 Interest - Pavilion Fund	£1,400.00	£0.00	£0.00	-£1,400.00
70 Grants	£0.00	£0.00	£0.00	£0.00
80 Misc	£1,500.00	£0.00	£0.00	-£1,500.00
90 VAT Refund	£0.00	£0.00	£8,898.80	£8,898.80
100 Pavilion Fund	£0.00	£0.00	£0.00	£0.00
Total Bishops Itchington Parish Council	£119,750.00	£0.00	£66,041.06	-£53,708.94
Total Income	£119,750.00	£0.00	£66,041.06	-£53,708.94
EXPENDITURE				
Bishops Itchington Parish Council				
200 Salaries & Expenses	£34,022.00	£0.00	£11,388.05	£22,633.95
210 Councillor Allowances	£500.00	£0.00	£0.00	£500.00
220 Administration	£9,980.00	£0.00	£4,849.74	£5,330.26
230 Grounds Maintenance	£35,428.00	£0.00	£20,177.27	£15,250.73
240 Cemetery & Churchyard	£8,000.00	£0.00	£1,783.68	£6,216.32
250 Playing Field	£15,915.00	£0.00	£12,309.68	£3,605.32
260 Grants	£10,000.00	£0.00	£0.00	£10,000.00
270 Neighbourhood Plan	£0.00	£0.00	£0.00	£0.00
280 Other Expenditure	£0.00	£0.00	£0.00	£0.00
290 VAT	£0.00	£0.00	£0.00	£0.00
300 Contingency	£0.00	£0.00	£0.00	£0.00
310 Parish Office	£8,197.00	£0.00	£1,485.00	£4,712.00
320 Pavilion Project	£0.00	£0.00	£0.00	£0.00
Total Bishops Itchington Parish Council	£120,042.00	£0.00	£51,793.42	£68,248.58
Total Expenditure	£120,042.00	£0.00	£51,793.42	£68,248.58
Total Income	£119,750.00	£0.00	£66,041.06	-£53,708.94
Total Expenditure	£120,042.00	£0.00	£51,793.42	£68,248.58
Total Net Balance	-£292.00		£14,247.64	

Signature.....