

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

Notice of Ordinary Meeting of the Parish Council

Monday, 11 April 2022 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 items 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,



Karen Stevens
Clerk to the Council
6 April 2022

AGENDA

- 1. Apologies:**
To receive and consider accepting apologies from members.
- 2. 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.
- 3. Dispensations:**
To receive and consider granting any dispensation requests.

- 4. Minutes:**
To approve the minutes of the ordinary parish council meeting held on 14 March 2022.
- 5. 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.
- 6. Planning Matters:**
To consider the following:
- i. **22/00826/FUL**
7 Chapel Street, Bishop's Itchington, CV47 2RB – Erection of single storey rear extension.
<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=R8VUKXPM0IH00>
- 7. County, District & Parish Liaison:**
To exchange latest information with WCC and SDC councillor.
- 8. Renewal of WALC Subscription for 2022/23:**
To approve the renewal of WALC subscription for 2022/23 at a cost of £687.00 plus VAT.
- 9. Finance:**
1. To receive monthly financial report attached.
 2. To receive bank reconciliation report for March 2022.
 3. To approve accounts for payment 11 April 2022.
- 10. Donated Bench:**
To consider a request from Mrs Valerie Kay to locate a donated bench within the orchard in memory of her husband Derek.
- 11. Bishop's Itchington Parish Council Policies:**
To review and adopt the following policies:
- i. Community Engagement Strategy
 - ii. Complaints Procedure
 - iii. Disciplinary Procedure
 - iv. Document Retention and Disposal Policy
 - v. Gifts and Hospitality Guidance
 - vi. Grants
 - vii. Grievance Procedure
 - viii. Information Data Protection
 - ix. Protocol for Pre-Planning Meetings
 - x. Publication Scheme
 - xi. Sickness Absence Policy
 - xii. Recording of Meetings
 - xiii. Social Media
 - xiv. Training and Development
- To approve and adopt the following policies:
- xv. Equal Opportunities Policy
 - xvi. Health and Safety Policy
- 12. Annual Village Meeting:**
To note final arrangements.

13. Environment & Properties:

1. Playground Working Group:
 - i. Update from Working Group,
 - ii. Monthly Inspection Report feedback.

2. BINDP Working Group Update:

14. Reports and Questions:

Members may raise any matter in brief here.

15. 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.

17. Date of Next Meeting:

The Annual Meeting of the parish council will take place on Monday 9 May 2022 at 7.30pm at the Community Centre. This will be immediately followed by the ordinary meeting of the Parish Council.