

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

Notice of Ordinary Meeting of the Parish Council

Monday, 13 May 2024 following the conclusion of the Annual Parish Meeting

**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,

Karen Stevens

**Karen Stevens
Clerk to the Council
7 May 2024**

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 8 April 2024.

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:

- i. To review and consider any amendment to the responses made using delegated powers for the following planning applications:

24/00327/FUL

Wayside, 3 Chapel Street, Bishops Itchington Warwickshire CV47 2RB – Erection of a single storey rear and side extensions. Demolition of existing garage and erection of a 1.5 storey replacement garage and home office
'No representation'

- ii. To discuss the following application for a Street Trading Consent in Stratford on Avon District Zone 3:

Nally's Jamaican Jerk & Grill

- iii. To note the following planning decisions:

a) 24/00539/FUL

35 Huckson Road, Bisho's Itchington, CV47 2TF – Demolition and alterations to existing garage, replaced with single storey rear and side extension.

Permission with Conditions.

b) 24/00156/LDP

24 Bishops Gate Bishops Itchington Southam CV47 2UT - Proposed single storey rear extension.

Certificate Lawful Development – Permitted.

c) 24/00143/FUL

Holmes House Hambridge Road Bishops Itchington CV47 2SB - Incorporation of 180 square metres of paddock into land associated with the residential use of Holmes House, and erection of a domestic swimming pool, surrounding patio and enclosing wall.

Permission Refused.

- iv. To note the following Planning Inspectorate appeal decision:

22/01639/FUL

Holmes House Hambridge Road Bishops Itchington CV47 2SB - Change of use of 180 square metres of paddock/agricultural land into residential garden

Refusal - Appeal is Dismissed

7. County, District & Parish Liaison:

To exchange latest information with WCC and SDC councillors.

8. Pavilion:

To discuss the BISA proposal to set up a working group to look at a replacement pavilion.

9. Community Centre Maintenance:

To discuss the issues facing the community centre with regards to health and safety

10. Non-Functioning Vehicle Activated Sign (VAS) on Gaydon Road:

To consider the replacement of the VAS on Gaydon Road.

- 11. Review of Meeting Calendar 2024/25:**
To review and approve a different date for the May meeting of the Parish Council.
- 12. Renewal of WALC/NALC Subscription for 2024/25:**
To approve the renewal of WALC/NALC subscription for 2024/25 at a cost of £778.00 plus VAT.
- 13. Review of Standing Orders:**
To review and adopt Standing Orders
- 14. Finance:**
 1. To receive monthly financial report for April 2024,
 2. To receive bank reconciliation reports for April 2024
 3. To approve accounts for payment 13 May 2024
 4. To receive the completed Annual Internal Audit Report 2023/24
 5. To receive financial report for the year ended 31 March 2024
 6. To approve and adopt the new Financial Regulations
 7. To carry out the annual review of the Risk Management
 8. To carry out the annual review of the Assets Register
 9. To carry out the annual review of Statement of Internal Control and Annual Review of Effectiveness of Internal Control
 10. To receive and approve/agree the Internal Audit Report for 2023/24
- 15. Annual Governance and Accountability Return 2023/24 Part 3 – Annual Internal Audit Report:**
To receive the completed Annual Internal Audit Report 23/24.
- 16. Annual Governance and Accountability Return 2023/24 Part 3(Section 1):**
To approve and sign the Annual Governance Statement.
- 17. Annual Governance and Accountability Return 2023/24 Part 3(Section 2):**
To approve and sign the Accounting Statements.
- 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.
- 20. Date of Next Meeting:**
To be agreed.