

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

Notice of Ordinary Meeting of the Parish Council

Monday, 14 March 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
9 March 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:

- i. Ordinary parish council meeting held on 14 February 2022.
- ii. Extraordinary parish council meeting held on 28 February 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. 22/00449/PVN
W E Bates, Gaydon Road, Bishop's Itchington – Installation of approximately 205kWp of Q-cell solar panels on existing roofs.
<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=R7COFOPM0NH00>
- ii. 21/03378/FUL
Nemo Raceway, Knightcote Bottom, Knightcote – Regularisation of site layout, including structures, and proposed GrassRoad of internal access route.
<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=R1BNTHPMH2200>
- iii. 21/03162/VARY
Nemo Raceway, Knightcote Bottom, Knightcote – Variation of condition 1 of planning permission 09/00675/FUL dated 17 June 2009 to allow a camping use associated with existing Radio-Controlled Model Car facility. Original description of development: Permanent use of land forming part of field as radio controlled model car racing hobby club. (Upgrade of temporary to permanent permission).
<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=R0FY8VPMFVS00>
- iv. To receive feedback from Planning Group on pre-planning meeting regarding TK Fisheries, Knightcote Road.

7. County, District & Parish Liaison:

To exchange latest information with WCC and SDC councillor.

8. Finance:

1. To receive monthly financial report attached.
2. To receive bank reconciliation report for February 2022.
3. To approve accounts for payment 14 March 2022.
4. To approve the appointment of the Internal Auditor for the financial year 2021/22

9. Meeting Calendar 2022/2023:

To approve the proposed meeting dates for the ordinary meetings of the Parish Council for 2022/2023

10. BISA:

To approve paying for Andrew Maliphant to continue his consultancy work in order to get BISA Charitable status.

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
- xvii. Scheme of Delegation

12. New 123+ Waste Survey:

To discuss the new service that will commence in August 2022.

13. Environment & Properties:

1. Playground Working Group:
 - i. Update from Working Group,
 - ii. Ariel Zip Wire – to seek approval to replace the ariel zip wire as soon as possible.
2. BINDP Working Group Update:
 - i. Update from Working Group,
 - ii. Regulation 16 – Public Consultation Process, 10 March 2022 – 22 April 2022.
3. Recreational Community Facility Project:
 - i. Feedback from village survey,

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.

i. Proposed Salary Increases:

To approve proposed salary increases for staff for the financial year 2022/23.

17. Date of Next Meeting:

Subject to the agreement of item 9 above, the next proposed ordinary meeting of the parish council will take place on Monday 11 April 2022 at 7.30pm at the Community Centre.