

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

## Notice of Ordinary Meeting of the Parish Council

**Monday, 2 December 2024 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 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**  
**26 November 2024**

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### 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 4 November 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 consider the parish councils response to the following planning applications:
  - a. **24/02874/FUL**  
17 Greaves Way, Bishop's Itchington, CV47 2PY – Rear Conservatory
  - b. **24/02782/VARY**  
Land between Bishop's Itchington and Gaydon Knightcote - Removal of condition 19 of planning permission APP/J3720/W/22/3292579 (20/02839/FUL) to enable the permanent retention of the northern bell mouth access
- ii. To note the comment submitted on the following planning application:  
**24/02651/FUL**  
42 Dadglow Road, Bishop's Itchington, CV47 2TG – Single storey side extension  
**No representation with comments**
- iii. To note the following planning appeal and discuss whether to parish council want to make comments, or modify/withdraw our previous representation:  
**24/00143/FUL**  
**Planning Inspectorate Reference Number: APP/J3720/W/24/3354791**  
Holmes House, Hambridge Road, Bishop's 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.

**7. County, District & Parish Liaison:**

To exchange latest information with Warwickshire County Council and Stratford District Council councillors.

**8. Parish Council Vacancy:**

- i. To note the vacancy created by the resignation of Cllr Selena Ogden has been advertised and an election has not been requested therefore the vacancy can be filled by co-option.
- ii. To agree the process for co-option

**9. Formal Complaint from Mr and Mrs Young:**

To note;

- I. At the meeting held on 11 November, members of the Complints Committee signed the minutes of the Complaints Committee held on 5 August 2024
- II. An apology letter was sent to Mr and Mrs Young from the parish council.

**10. Cubbington Neighbourhood Development Plan – Submission Version Consultation:**

To discuss whether the parish council wish to make any comments on the the plan during the consultation period.

**11. Cricket Wicket:**

To agree to obtaining quotes for the work required.

**12. Finance:**

- i. To receive monthly financial report for November 2024,
- ii. To receive bank reconciliation report for November 2024,
- iii. To approve accounts for payment 2 December 2024,

**13. Portfolio Holders Update:**

To receive an update from the Portfolio Holder for the Biodiversity/Climate Change

**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.

**1. IT Equipment:**

- i. To approve the purchase of a new laptop for the Cemetery Manager
- ii. To approve the purchase of a screen and docking station for the clerk

**16. Date of Next Meeting:**

The next ordinary meeting of the parish council will take place on Monday 6 January 2025 at 7.30pm at the Community Centre.