

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

Notice of Ordinary Meeting of the Parish Council

Monday, 5 June 2023 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
30 May 2023

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. Resignation of Councillor Christian-Carter

To acknowledge Cllr Judith Christian-Carter's resignation and to formally thank both Judith and former Cllr Adam Dugmore for all the work they have done on the parish council on behalf of the residents of Bishop's Itchington.

5. Minutes:

To approve:

1. The minutes of the Annual Meeting of the Parish Council held on 9 May 2023
2. The minutes of the ordinary parish council meeting held on 9 May 2023.

6. 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.

7. Planning Matters:

To consider the parish councils response to the following planning application:

23/00824/FUL

Spring Paddocks Gaydon Road Bishops Itchington Southam CV47 2QX - Demolition of 2 storey vet equestrian practice and stables together with timber stable block. Construction of new stable block with 2 self contained apartments above for use by groom and family members

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=RRTKDFPM0GL00>

8. County, District & Parish Liaison:

To exchange latest information with WCC and SDC councillors.

9. Finance:

1. To receive monthly financial report for May 2023.
2. To receive bank reconciliation report for May 2023.
3. To approve accounts for payment 05 June 2023.
4. To approve the regular monthly payments for the current financial year (2023/2024) as per 5.6 Financial Regulations 2019 for England.
 - i. Salaries for J Kirton, V Powell and K Stevens
 - ii. PAYE and NI
 - iii. Warwickshire CC Pensions Fund
 - iv. Thomas Fox Landscaping – Grounds Maintenance
 - v. Biffa – Trade Waste
 - vi. Edge – Finance and Email Support
 - vii. Claranet – Corporate Domain Registration
 - viii. Light Media – Website Hosting
 - ix. Purewater Window Cleaning – Bus shelter cleaning
 - x. Water Plus – Pavilion Water
5. To receive financial report for the year ended 31 March 2023.
6. To receive and approve/agree the Internal Audit Report for 2022/23

10. Annual Governance and Accountability Return 2022/23 Part 3 – Annual Internal Audit Report:

To receive the completed Annual Internal Audit Report 2020/21.

- 11. Annual Governance and Accountability Return 2021/22 Part 3(Section 1):**
To approve and sign the Annual Governance Statement.
- 12. Annual Governance and Accountability Return 2021/22 Part 3(Section 2):**
To approve and sign the Accounting Statements.
- 13. Bollard – Central Drive:**
To discuss the re-installing the bollard on Central Drive
- 14. Temporary Use of the Football Pitch/Playing Fields by Upper Lighthorne FC:**
To discuss and approve the temporary use of the football pitch/playing fields by Upper Lighthorne FC.
- 15. Production of The Scene:**
To discuss the possible continuation of The Scene,
- 16. Upper Lighthorne Primary Healthcare:**
To re-affirm the commitment to Lighthorne Parish Councils Statement of Objectives to pursue a new surgery, and to confirm that, the parish council are happy for former councillor Andy Smith to continue to represent us on this campaign.
- 17. Environment & Properties:**
 - i. Playground Refurbishment Update,
 - ii. Chapel Windows – to decide which company to employ to undertake the restoration of the chapel windows,
 - iii. Hard Courts resurfacing to decide which company to employ to undertake the resurfacing of the hard courts,
 - iv. Cricket Wicket.
- 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:**
The next ordinary meeting of the parish council will take place on Monday 10 July 2023 at 7.30pm at the Community Centre.