

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

## Notice of Annual Meeting of the Parish Council

**Monday, 13 May 2024 at 7.30pm**  
**The Community Centre**  
**Ladbroke Road**  
**Bishop's Itchington**

Members of the public and press are invited to attend the annual 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**

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### AGENDA

- 1. Election of Chairman.**  
To elect the chairman of the council and receive their declaration of acceptance of office.
- 2. Election of Vice-chairman.**  
To elect the vice-chairman of the council.
- 3. Apologies for Absence.**  
To receive members' apologies for absence.
- 4. 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, , should disclose it and any other conflict of interest they may have, as soon as possible after the start of the meeting.
- 5. Dispensations.**  
To receive and consider granting any dispensation requests.

**6. To appoint Portfolio Holders.**

Biodiversity/Climate Change  
Churchyard and Cemetery  
Planning  
Finance  
Play Area/Hard Courts/Playing Fields  
HR  
Social Media  
The Scene  
Police Liaison  
Allotments

**7. To appoint representatives to outside bodies.**

Memorial Hall  
BI Community Group  
Village Charities