



## Notice of the Annual Meeting of the Council

I hereby give you notice that the Annual Meeting of the Council will be held at Itchen Abbas and Avington Village Hall on 11<sup>th</sup> May 2023 at 7.00pm.

The business to be transacted is as per AGENDA

1. Receive any apologies for absence.
2. To Elect a Chairman for the year 2023/24 and receive Acceptance of Office.
3. To Coopt Councillors for the year 2023/24
4. To Elect a Vice Chairman for the year 2023/24 and receive Acceptance of Office.
5. To Accept Disclosure of Pecuniary Interests, Gifts & Hospitality and Acceptance of Office from all Councillors for year 2023/24.
6. To Elect of Category A Committees and Category B portfolios and Category C Representatives to outsidebodies. (Category C to be filled after filling of all Category A and B roles).
  - i. Category A: Parish Council Committees
    - a) Finance & General Purposes Committee (min 4)
    - b) Planning Committee (min 4)
    - c) Environment Working Group (min 4)
    - d) Rights of Way Working Group (min 4)
  - ii. Category B: Parish Council Portfolios
    - a) Open spaces – (Includes Couch Green and Easton playing Fields)
    - b) Transport - includes Buses & Shelters /Cycling
    - c) Website
    - d) Highways
    - e) Law and Order



# Itchen Valley Parish Council

Serving the Communities of Avington, Easton, Itchen Abbas & Martyr Worthy

iii. Category C: Parish Council representative on outside bodies

- a) Winchester District Association of Parish Councils (Chairman/Vice Chairman)
- b) McPherson Easton School Trust (Should be Open Spaces Portfolio Holder)
- c) Easton Village Hall
- d) Itchen Abbas & Avington Village Hall
- e) Martyr Worthy Village Hall

Note: All Councillors are Trustees of the King George V Memorial Playing Field Trust

- 7. Public Participation & Declarations of Interest
- 8. To Approve the [Minutes of the Full Council Meeting held on 30th March 2023](#) and consider any matters arising.
- 9. Note City and County Councillor Reports and accept any questions.
- 10. Adopt [Standing Orders](#)
- 11. Adopt [Financial Regulations](#)
- 12. Adopt [Grievance Policy](#)
- 13. Adopt [Disciplinary Policy](#)
- 14. Adopt [FOI Policy](#)
- 15. Adopt [FOI Publication Scheme](#) subject to amendment to the contact details on Page 10.
- 16. To confirm the remaining [Calendar of Meetings for 2022](#)
- 17. Financial Matters
  - i. Note the Draft Minutes of the Finance and General Purposes Committee Meeting of 20th April 2023.
  - ii. To approve the Bills to Pay.
  - iii. To review the Annual Governance & Accountability Return timetable.
  - iv. To note the Internal Audit Meeting to be held on 13<sup>th</sup> June 2023.
- 18. Planning Matters
  - i. Note the Draft Minutes of the Planning Committee Meeting of the 21<sup>st</sup> April 2022.



- ii. Planning Applications for discussion received by 3<sup>rd</sup> May 2023:
  - a. **Case No:** [23/00777/HOU](#)  
**Location:** 1 New Farm Cottages Northington Road Itchen Abbas Winchester Hampshire SO21 1BY  
**Proposal:** Two storey rear extension  
**Comment by:** 16<sup>th</sup> May 2023
  - b. **Case No:** [SDNP/23/01742/HOUS](#)  
**Location:** Appletree Cottage Avington Park Lane Easton Hampshire SO21 1EF  
**Proposal:** Proposed two storey side extension  
**Comment by:** 22<sup>nd</sup> May 2023
  - c. **Case No:** [SDNP/23/01713/TPO](#)  
**Location:** Avington Park Avington Road Avington Hampshire SO21 1DB  
**Proposal:** G1 and G2 Ash - Remove 2x groups of semi-mature bank grown trees with excessive lean (exceeding 15?) toward building road/bridge and utilities in varying stages of Ash Die-back  
**Comment by:** 22<sup>nd</sup> May 2023
19. Environment Working Group
20. Rights of Way Working Group
21. Portfolio Holders Reports:
  - i. Highways
    - a) M3 J9
    - b) Cart & Horses
  - ii. Village Halls
  - iii. Website
  - iv. Open Spaces
22. Correspondence Received for April
  - i. Invitation to Local Parish Briefing – 16<sup>th</sup> May 2023
23. Items for Consideration at next meeting
24. Date and Time of next meeting: 8<sup>th</sup> June 2023 at 7.00pm at Easton Village Hall.