

Carlton Parish Council

Please address all correspondence to
C J Peat, Parish Clerk

7 Main Street
Carlton
Nuneaton
Warks, CV13 0BZ
Tel: 01455-290934

Our ref:

Your ref:

Date: 1.5.2013

Dear

I hereby summon you to the 119th Annual Meeting of Carlton Parish Council, to be held immediately after the Annual Parish Meeting at 1930 hrs in Saint Andrews Church, Main Street, Carlton.

1. To elect a Chairman and Vice-Chairman
2. To sign Declarations of Acceptance of Office
3. To consider apologies for absence from Councillors
4. To receive any personal or prejudicial declarations of interest in respect of items on the agenda
5. To confirm the minutes of the meeting of 10th April 2013
6. To receive and consider reports from members of other public authorities
 - a) Leicestershire County Council: Cllr I D Ould
 - b) Hinckley & Bosworth Borough Council: Cllr T Chastney
 - c) Leicestershire Constabulary: PC P Hale
7. Affordable Housing Project: Progress report and open public discussion
8. To receive and consider annual reports from parish representatives and organisations
 - a) Ashby Canal Forum: Mr C Brown
 - b) Carlton Charity Land: Mrs J Orton
 - c) Carlton Footpath Group: Mr J Piggon
 - d) Carlton Gardening Group: Mr F Onesti
 - e) Carlton Heritage Warden: Mr C J Peat
 - f) Carlton Parish Council website: Clerk
 - g) Carlton Youth Champions: Mrs R Yule
 - h) Keep Carlton Tidy Group: Mrs I M Peat
9. To consider insurance for the year beginning 1st June 2013
10. Financial matters
 - a) To approve the Receipt and Payment accounts for the financial year ending 31st March 2013
 - b) To approve the annual external audit return for the financial year ending 31st March 2013
 - c) To approve Report 2013-08: statements of earmarked funds and s137 expenditure for the financial year ending 31st March 2013
 - d) To approve Report 2013-09: assets held on 31st March 2013
11. To approve Report 2013-10: inventories of property and documents
12. To approve Report 2013-11: condition of Parish Council property
13. To approve Report 2013-12: condition of memorials in the churchyard and cemetery
14. To confirm comments on planning applications submitted and to note applications determined
15. To consider correspondence
16. To note any matters for report and questions and comments from the public
17. To confirm the date, time and place of the next meeting
Scheduled for Wednesday 12th June 2013 in Saint Andrews Church, Main Street, Carlton at 1930 hrs.

Yours faithfully,

C J Peat