



# 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: 25<sup>th</sup> July 2013

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Dear

I hereby summon you to a meeting of Carlton Parish Council at Saint Andrews Church, Main Street, Carlton at 1930 hrs on Wednesday 31<sup>st</sup> July 2013 to transact the items of business listed below.

1. Administrative matters
  - a) To consider any apologies for absence from Councillors
  - b) To receive any personal or prejudicial declarations of interest in respect of items on the agenda
  - c) To consider any requests for dispensations for disclosable pecuniary interests and other interests
2. To confirm the minutes of the meeting of 12<sup>th</sup> June 2013
3. 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: PBO M Chapman
4. Affordable Housing Project: progress report and open public discussion
5. To consider administrative matters arising from the recent bespoke training course
6. To consider advice on the installation of false gates on highway verges
7. To approve the Local Emergency Information Scheme
8. To consider the purchase of the 9<sup>th</sup> edition of *Local Council Administration*
9. To consider and note correspondence
10. Planning matters
  - a) To consider the delegation of the power to comment on planning applications to the Clerk
  - b) To confirm comments on planning applications submitted and to note applications determined
11. To receive reports of meetings attended
  - a) H&BBC Parishes Forum
  - b) LCC Parish Councils Conference

12. Financial matters
  - a) To receive Report 2013-13: quarterly statement of account
  - b) To consider payment of the Clerk's salary & expenses
  - b) To consider signatories to the Barclays bank account
13. To note any matters for report and questions and comments from the public
14. To confirm the date, time and place of the next meeting  
Scheduled for 1930 hrs on Wednesday 11<sup>th</sup> September 2013 at Saint Andrew's Church, Main St, Carlton.

Yours sincerely,

C J Peat  
Parish Clerk