



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: 2nd October 2013

Dear

I hereby summon you to a meeting of Carlton Parish Council at Saint Andrews Church, Main Street, Carlton at 1930 hrs on Wednesday 9th October 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 declarations of interests (including Disclosable Pecuniary Interests) and requests for dispensations in respect of items on the agenda
2. To confirm the minutes of the meeting of 11th September 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
 - a) Progress report and open public discussion
 - b) To consider the re-siting of 30 mph signage on Nailstone Road
 - c) To consider Report 2013-15 Diamond Jubilee Orchard Project – recommendations
5. To consider matters relating to a grant application to the A4A Lottery Fund
6. To consider the form and content of the Parish Council minutes
7. To nominate readers for the annual Service of Remembrance
8. To consider and note correspondence
9. Planning matters
 - a) To confirm comments on planning applications submitted and to note applications determined
10. To receive reports of meetings attended
 - a) Ashby Canal Restoration Forum
11. Financial matters
 - a) To receive Reports 2013-16a&b Quarterly Financial report 1st July – 30th Sept
 - b) To receive a report on external audit for 2012-13
 - c) To consider payment of the Internal Auditor for 2012-13
 - d) To consider payment of the Clerk's salary & expenses
12. To note any matters for report and questions and comments from the public
13. To confirm the date, time and place of the next meeting
Scheduled for 1930 hrs on Wednesday 13th November 2013 at Saint Andrew's Church, Main St, Carlton.

Yours sincerely,
C J Peat (Parish Clerk)