

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: 6.5.2014

Dear

I hereby summon you to the 120th Annual Meeting of Carlton Parish Council, to be held immediately after the Annual Parish Meeting on 14th May 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. 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
4. To confirm the minutes of the meeting of 9th April 2014
5. To receive reports, questions and comments from the following
 - a) Parish Councillors
 - b) Leicestershire County Council: Cllr I D Ould
 - c) Hinckley & Bosworth Borough Council: Cllr T Chastney
 - d) Leicestershire Constabulary: PBO M Chapman
 - e) Parish Clerk
 - f) Members of the public
6. To receive and consider annual reports from parish representatives and organisations
 - a) Carlton Charity Land: Mrs J Orton
 - b) Carlton Footpath Group: Mr J Piggon
 - c) Carlton Gardening Group: Mr F Onesti
 - d) Carlton Heritage Warden: Mr C J Peat
 - e) Carlton Parish Council website: Clerk
 - f) Carlton Youth Champions: Mrs R Yule
 - g) Keep Carlton Tidy Group: Mrs I M Peat
7. To appoint an Editor of Carlton News
8. Planning matters
 - a) To consider planning applications submitted 14/00266/OUT erection of two dwellings, Overdale, Bosworth Road, Carlton
 - b) To note comments submitted under delegated powers
 - c) To note planning applications determined
9. Financial matters
 - a) To consider the Internal Auditor's report for 2013-14
 - b) To consider payment of the annual electricity bill by direct debit
 - c) To approve a mechanism for monthly monitoring of the PC's accounts
 - d) To consider Report 2014-10: summary statements of earmarked funds and s137 expenditure
10. To consider Report 2014-11: asset register
11. To consider Report 2014-12: inventories of property and documents
12. To consider Report 2014-13: condition of Parish Council property

13. To consider Report 2014-14: condition of memorials in the churchyard and cemetery
14. To consider the draft Annual Report for 2013-14
15. To confirm the date, time and place of the next meeting
Scheduled for Wednesday 11th June 2014 in Saint Andrews Church, Main Street,
Carlton at 1930 hrs.

Yours faithfully,

C J Peat