

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: 14.5.2015

Dear

I hereby summon you to the Annual Meeting of Carlton Parish Council, to be held immediately after the Annual Parish Meeting on Wednesday 20th May at 1930 hrs in Saint Andrews Church, Main Street, Carlton.

1. To elect a Chairman and Vice-Chairman
2. To receive 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 8th April 2015
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 M Cook
 - d) Parish Clerk
 - f) Members of the public
6. To receive and consider annual reports from parish representatives and organisations
 - a) Carlton Charity Lands: Mr I Sarson
 - 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: Ms R Yule
 - g) Keep Carlton Tidy Group: Mrs I M Peat
 - h) Northfields Liaison Group: Cllr I Sarson
7. To consider adoption of the Power of General Competence under the Localism Act 2011
8. To consider signage for the Toddlers Play Area
9. Planning matters
 - a) To consider planning applications submitted
 - b) To note comments submitted under delegated powers
 - c) To note planning applications determined
10. Financial matters
 - a) To consider the Internal Auditor's report for 2014-15
 - b) To approve the annual return for the financial year ended 31st March 2015
 - (i) Accounting statements 2014/15

- (ii) Annual governance statement 2014/15
- c) To approve Report 2015-10: Summary financial statement for 2014-15
- d) To consider Report 2015-11: summary statements of earmarked funds and s137 expenditure

11. To consider Report 2015-12: asset register
12. To consider Report 2015-13: inventories of property and documents
13. To consider Report 2015-14: condition of Parish Council property
14. To consider Report 2015-15: condition of memorials in the churchyard and cemetery
15. To consider the draft Annual Report for 2014-15
16. To confirm the date, time and place of the next meeting
Scheduled for Wednesday 17th June 2015 in Saint Andrews Church, Main Street, Carlton at 1930 hrs.

Yours faithfully,

C J Peat