

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: 6.1.2016

Dear

I hereby summon you to a meeting of Carlton Parish Council at Saint Andrews Church, Main Street, Carlton at 1930 hrs on Wednesday 13th January 2016 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 November 2015
3. 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) Carlton Neighbourhood Watch Group: Ms R Yule
 - e) Northfields Liaison Group: Cllr I Sarson
 - f) Parish Clerk
 - g) Members of the public
4. To consider the purchase of a brass nameplate for the new parish noticeboard
5. To consider the replacement of a damaged gate on footpath S50
6. To consider proposals for kerbing part of the East Green, Main Street
7. Planning matters
 - a) To consider planning applications submitted
 - b) To note comments submitted under delegated powers
 - c) To note planning applications determined
 - d) To note the LGBC Electoral Review of Leicestershire
 - e) To consider a DCLG consultation on the National Planning Policy Framework
8. Financial matters
 - a) To consider Report 2016-01: Quarterly Financial Report Oct-Dec 2015
 - b) To consider payment of the Clerk's salary and expenses
 - c) To consider whether to participate in the Sector Led Body for external audit
9. To consider donations, event support and budgets of community groups
 - a) Market Bosworth Community First Responder Scheme: donation
 - b) Carlton Horticultural Show: event support
 - c) Village Christmas tree: event support
 - d) Carlton Footpath Group: group budget
 - e) Carlton Gardening Group: group budget
 - f) Carlton News: group budget
 - g) Keep Carlton Tidy Group: group budget

10. To consider annual subscriptions to societies and publications
11. To consider Report 2016-02: Annual Review of Risk Management
12. To consider Report 2016-03: Annual Review of Internal Financial Control
13. To review salaries, fees, charges and variable direct debits
 - a) Clerk's salary and expenses
 - b) Cemetery fees and regulations
 - c) Peppercorn rental agreement
 - d) Variable direct debits
14. To consider the appointment of an internal auditor for the financial year 2016-17
15. To consider Report 2016-04: Financial Estimates for the Financial Year 2016-17
16. To consider the precept for 2016-17
17. To confirm the date, time and place of the next meeting
Scheduled for 1930 hrs on Wednesday 10th February 2016 at Saint Andrew's Church,
Main Street, Carlton.

Yours sincerely,

C J Peat