

# 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: 4.1.2017

---

Councillor

I hereby summon you to a meeting of Carlton Parish Council at Saint Andrews Church, Main Street, Carlton at 1930 hrs on Wednesday 11<sup>th</sup> January 2017 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 9<sup>th</sup> November 2016
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. Planning matters
  - a) To consider planning applications submitted
  - b) To note comments submitted under delegated powers
  - c) To note planning applications determined
5. Financial matters
  - a) To consider Report 2017-01: Quarterly Financial Report Oct-Dec 2016
  - b) To consider payment of the Clerk's salary and expenses
6. To consider the appointment of an Editor for Carlton News
7. To consider potential projects for an application to the H&BBC Parish & Community Initiative Fund 2017
  - a) Nailstone Road Footway project
  - b) Parish Oak Trees project
  - c) Repainting Information Kiosk
  - d) Laying part of Cemetery hedge
8. 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

9. To consider annual subscriptions to societies and publications
10. To consider Report 2017-02: Annual Review of Risk Management
11. To consider Report 2017-03: Annual Review of Internal Financial Control
12. To consider the appointment of a payroll manager
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 2017-18
15. To consider Report 2017-04: Financial Estimates for the financial year 2017-18
16. To consider the precept for the financial year 2017-18
17. To confirm the date, time and place of the next meeting  
Scheduled for 1930 hrs on Wednesday 8<sup>th</sup> February 2017 at Saint Andrew's Church,  
Main Street, Carlton.

C J Peat  
Parish Clerk