

# Carlton Parish Council

*Please address all correspondence to*

C J Peat, Parish Clerk

7 Main Street  
Carlton  
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Warks, CV13 0BZ  
Tel: 01455-290934

Our ref:

Your ref:

Date: 4.1.2023

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## **To all Members of Carlton Parish Council**

I hereby summon you to a meeting of Carlton Parish Council in Saint Andrew's Community Hub, Main Street, Carlton at 1930 hrs on Wednesday 11<sup>th</sup> January 2023 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 2022
3. To receive reports, questions and comments from the following
  - a) Parish Councillors
  - b) Leicestershire County Council: Cllr B Harrison-Rushton
  - c) Hinckley & Bosworth Borough Council: Cllr M Cook
  - d) Carlton Neighbourhood Watch Group: Ms R Yule
  - e) Parish Clerk
  - f) Members of the public
4. Toddlers Play Area
  - a) To consider management considerations arising from a recent course
  - b) To consider the annual independent inspection report
5. To consider Report 2022-20: Traffic in Carlton; an overview
6. To consider Report 2022-21: Survey of local bridleways
7. Planning matters
  - a) To consider planning applications and appeals submitted
  - b) To note comments submitted under delegated powers
  - c) To note planning applications and appeals determined
  - d) To consider planning enforcement matters
8. To consider Report 2023-01: Quarterly financial statement October-December 2021
9. To consider Report 2023-02: Annual Review of Risk Management
10. To consider Report 2023-03: Annual Review of Internal Financial Control
11. To consider the appointment of an internal auditor for the financial year 2023-24 and determine their remuneration

12. To consider donations, event support and budgets of community groups in 2023-24
  - a) West Leicestershire Community First Responder Group: donation
  - b) Carlton Horticultural Show: event support
  - c) Carlton Footpath Group: group budget
  - d) Carlton Gardening Group: group budget
  - e) Carlton News: group budget
  - f) Keep Carlton Tidy Group: group budget
  - g) Fixed Asset Fund: annual contribution
13. To consider annual subscriptions to associations and publications
14. To review salaries, fees, charges and variable direct debits
  - a) Clerk's salary and definition of costs eligible for reimbursement
  - b) Cemetery fees and regulations
  - c) Peppercorn rental agreement
  - d) Variable direct debits
15. To consider Report 2022-22: Preliminary financial estimates for the financial year 2023-24 version 2
16. To consider the precept for the financial year 2023-24
17. To confirm the date, time and place of the next meeting and the Annual Meeting

Next meeting scheduled for 1930 hrs on Wednesday 8<sup>th</sup> March 2023 at Saint Andrew's Community Hub, Main Street, Carlton.

Annual Meeting was scheduled for 10<sup>th</sup> May, proposed date 17<sup>th</sup> May 2023.

Yours faithfully,

*C J Peat*

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