

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: 3.1.2024

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 1900 hrs** on Wednesday 10th January 2024 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 15th November 2023
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. To consider the annual independent inspection report on the Toddlers Play Area
5. To consider quotations for the replacement of the cemetery fences
6. To consider Report 2023-17: Speed and traffic monitoring
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 2024-01: Quarterly financial statement October-December 2023
9. To review risk management
10. To review internal financial controls
11. To consider the appointment of an internal auditor for the financial year 2024-25 and determine their remuneration

12. To consider donations, event support and budgets of community groups in 2024-25
 - 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 2024-02: Preliminary financial estimates for the financial year 2024-25 version 2
16. To consider the precept for the financial year 2024-25
17. To confirm the date, time and place of the next meeting

Next meeting scheduled for 1900 hrs on Wednesday 13th March 2024 at Saint Andrew's Community Hub, Main Street, Carlton.

Yours faithfully,

C J Peat

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