

# 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: 30.12.2024

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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 1900 hrs** on Wednesday 8<sup>th</sup> January 2025 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 13<sup>th</sup> November 2024
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 opening an account with the Hinckley & Rugby Building Society
6. To consider the repair of the church gate
7. To consider the purchase of a noticeboard
8. 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
9. To consider Report 2025-01: Quarterly financial statement October-December 2024
10. To review risk management
11. To review internal financial controls
12. To consider the appointment of an internal auditor for the financial year 2025-26 and determine their remuneration

13. To consider donations, event support and budgets of community groups in 2024-25
  - a) West Leicestershire Community First Responder Group: donation
  - b) Carlton Parochial Church Council: event support
  - c) Carlton Horticultural Show: 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
  - h) Fixed Asset Fund: annual contribution
14. To consider annual subscriptions to associations and publications
15. 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
16. To consider Report 2024-16 : Preliminary financial estimates for the financial year 2024-25 version 3
17. To consider the precept for the financial year 2025-26
18. To confirm the date, time and place of the next meeting

Next meeting scheduled for 1900 hrs on Wednesday 12<sup>th</sup> March 2025 at Saint Andrew's Community Hub, Main Street, Carlton.

Yours faithfully,



C J Peat