

# Carlton Town Parish Council

Mrs Marina Briggs, Parish Clerk

Quaker's Garth, Carlton, LEYBURN, North Yorkshire DL8 4BA

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## PUBLIC NOTICE

**The Annual Parish Assembly and next Parish Council meeting will be held in the Coverdale Memorial Hall Annexe on Thursday 10<sup>th</sup> March 2022 at 7.30pm**

Press and public are welcome

### **Annual Parish Assembly Agenda**

1. To approve the minutes of the Annual Parish Assembly held on 13<sup>th</sup> May 202021
2. Annual Parish land lettings
3. Chairman's report
4. End of year financial report (subject to change up to 31<sup>st</sup> March 2022)
5. Public questions, comments or representations

### **Parish Council Agenda**

1. To receive apologies for absence
2. To receive any declarations of interest and special dispensations
3. To approve the minutes of the Parish Council meetings held on 20<sup>th</sup> January 2022.
4. Public questions, comments or representations
5. To receive a report from the Parish Clerk that includes:
  - 5.1 Completed actions from the last meeting
  - 5.2 To consider the renewal of Parish insurance cover & building values
  - 5.3 Welcome letters to new residents
  - 5.4 Invoices for water contributions for business properties and agricultural use
  - 5.5 To provide information regarding the council elections in May 2022
  - 5.6 Correspondence received
6. To receive the Water Report from Jenny Walker and consider any financial expenditure.
7. To receive an update on the registration of Parish Land
8. Review of standing orders, financial regulations & GDPR Data Audit.
9. To discuss and consider the Parish financial report including
  - 9.1 Expenditure and receipts since the last meeting
  - 9.2 Outstanding requests for payment
  - 9.3 Review of the Clerk's salary and hours
10. To consider items for the Annual Parish Council meeting agenda on 12<sup>th</sup> May 2022 including election Chairman and Vice Chairman, End of year accounts, Annual return, June newsletter and Parish Grass Cutting.

Carlton Town Parish Council 3<sup>rd</sup> March 2022