

Carlton Town Parish Council

Mrs Marina Briggs, Parish Clerk

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

☎ 01969 640058 ✉ carltontownpc@yahoo.com Website www.parish-council.co.uk/carltontown

PUBLIC NOTICE

The Annual Parish Assembly and next Parish Council meeting will be held in the Coverdale Memorial Hall Annexe on Thursday 7th March 2024 at 7.30pm

Press and public are welcome

Annual Parish Assembly Agenda

1. To approve the minutes of the Annual Parish Assembly held on 9th March 2023
2. Annual Parish land lettings
3. Chairman's report
4. End of year financial report (subject to change up to 31st March 2024)
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 18th January 2024.
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 (cover agreed until 2025)
 - 5.3 Review Clerks hours and salary
 - 5.4 Welcome letters to new residents
 - 5.5 Invoices for water contributions for business properties and agricultural use
 - 5.6 Correspondence received -QEII memorial stone
6. To receive the Water Report from Jenny Walker and consider any financial expenditure.
7. To discuss and agree formation of Yorkshire Water Funding Sub Committee
8. Review of standing orders, financial regulations, Records Management Policy & 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
10. To consider items for the Annual Parish Council meeting agenda on 9th May 2024 including election Chairman and Vice Chairman, End of year accounts, Annual return, June newsletter and Parish Grass Cutting.

Carlton Town Parish Council 2nd March 2023