

CARLTON cum WILLINGHAM PARISH COUNCIL

ANNUAL PARISH COUNCIL MEETING

14 May 2024

St Peter's Church at 7.15pm

AGENDA

1. Apologies
2. Declarations of Interest
3. Administration
 - 3.1. Election of Chairman ALL
 - 3.2. Election of Vice Chairman ALL
 - 3.3. Confirmation of Clerk as Responsible Financial Officer ALL
 - 3.4. Co-option of councillors ALL
 - 3.5. Parish Council website ALL
 - 3.6. Village Voice contribution ALL
 - 3.7. Defibrillator ALL
4. Minutes of meeting held 8 February 2024 and matters arising Chair
5. Open forum for public participation
6. Finance
 - 6.1. Payment authorisation Chair
 - 6.1.1. CAPALC chq 428 £ 220.99
 - 6.1.2. Community Heartbeat Trust chq 429 £ 120.00
 - 6.1.3. Marilyn Field chq 430 £ 25.00
 - 6.1.4. Edith Osborn £ 24.36
 - 6.1.5. J Dockerill £
 - 6.1.6. McGregor Services £ 180.00
 - 6.2. Receipts, payments and reconciliation. Year end 2023/24 as attached EO
 - 6.3. Annual Return for the year ended 31 March 2024 ALL
 - 6.3.1 Approval of the Annual Governance Statements ALL
 - 6.3.2 Consideration of the Accounting Statements ALL
 - 6.3.3 Approval of the Accounting Statements ALL
 - 6.3.4 Internal audit EO
 - 6.3.5 Certificate of Exemption from external audit ALL
 - 6.4. Receipts, payments and reconciliation as at 30 April 2024 EO
7. Planning
 - 7.1 Willingham Green Scrapyard update ALL
8. Environmental
 - 8.1 LHI application – Willingham Green ALL
 - 8.2 Footpath – Bradley to Carlton ALL
 - 8.3 Community Chest Grant – village benches ALL
 - 8.4 Pond on the Bye-road ALL
 - 8.5 West Wickham fete ALL
9. General observations or matters for consideration at the next meeting (formerly AOB) ALL
10. Proposed Meeting Dates
 - Parish Council Meeting dates 2024/25
 - Thursday 8 August 2024
 - Thursday 14 November 2024
 - Thursday 13 February 2025
 - Thursday 8 May 2025 A G M
 - Thursday 8 May 2025 Parish Meeting