

**CYNGOR TREF CONWY TOWN COUNCIL  
GUILDHALL, CONWY.**

27<sup>th</sup> June 2017

**To : The Town Mayor & Members  
Staff Committee**

Dear Madam Mayor & Members

There will be a meeting of the **Staff Committee Monday 3<sup>rd</sup> July 2017 at 5:30pm,** in the Guildhall, Conwy to transact the under mentioned business. It will be appreciated if you will make every effort to attend.

Yours faithfully

**Mrs Helen Barritt**

Town Clerk & Responsible Financial Officer

**A G E N D A**

**1. Apologies**

To receive apologies for absence

**2. Declarations of Interest – Code of Local Government Conduct**

Members are reminded that they must declare the **existence** and **nature** of their declared personal interests

**3. Confidential Business**

In accordance with the Public Bodies (Admission to Meetings Act) 1960 & with Standing Order 65, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press & public be temporarily excluded & instructed to withdraw

**4. Staff Issues**

To receive & discuss any matters from staff