

**CYNGOR TREF CONWY TOWN COUNCIL
GUILDHALL, CONWY
SPECIAL MEETING OF THE COUNCIL**

3rd June 2019

To: The Town Mayor & Members

Dear Mr Mayor & Members

You are summons to the **Special Meeting of the Council on Monday, 10th June 2019 at 6:30pm** in the Guildhall, Conwy to transact the under mentioned business. You should make every effort to attend.

Yours faithfully

Mrs Natasha Flint

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. Minutes

- To receive and approve the minutes of the Mayoral Inauguration held on 20th May 2019.
- To receive and approve the minutes of the Special Meeting of the Council held on 28th May 2019.

4. Questions on the Minutes

5. Report Back

- Members are requested to report back from any of the Advisory Committees / Organisations that they sit on and share information with CTC (s5 Standing Orders):

6. Town Clerk's Report

To receive a report from the Town Clerk (Schedule A attached)

7. Planning

a) Planning Applications

To consider and comment on the planning applications (Schedule B attached)

b) Planning Decisions Issued

To receive a list of planning decisions issued by Conwy County Borough Council (Schedule C attached)

8. Hire of the Guildhall

To receive a request to hire the Guildhall from Mr Ian Gillespie for a drop in Public consultation for Housing Association Gwynedd.

9. Hanging Baskets 2019

Cllr. Evie Roberts would like to discuss having all Councillors visit the shops and businesses and encourage them to look after the hanging baskets in preparation for Wales in Bloom. Also a report back after would be beneficial to see who has them displayed in comparison to the list.

10. Audit Report 2018-19

To receive information from the Town Clerk (to be tabled)

11. Risk Assessment and Management 2019-20

To receive and approve the risk assessment and management 2019-20 (to be tabled)

12. Attendance List 2018-19

To receive and approve the attendance list for 2018-19 for publishing on the website (Schedule D)

13. Cambria Band

- a) To receive a request for an official letter of thanks to the Cambria Band
- b) To approve a donation of £150 for the Mayoral Inauguration drummers

14. Mayoral Inauguration Donations

To approve donations for the following:

- a) Camera Club
- b) Knights Templar of England and Wales

15. Approval of Payments

To approve invoices received for payment:

- a) Xerox Finance – Photocopier/printer rental – 1/7/19 to 30/9/19 - £79.14 plus VAT
- b) Hotline Group Ltd – Mayoral Gifts/ Logo Trolley Coins - £419.00 plus VAT
- c) One Voice Wales – Town Clerk training 16/5/19 - £40.00

16. List of Cheques

To approve list of cheques nos. 418 & 419 (to be tabled)

17. Questions to Chair / Town Clerk

Questions must be submitted in advance to the Town Clerk in writing and it is the prerogative of the Chair / Town Clerk to answer the questions asked. However, if they do not wish to answer questions posed a valid reason must be given.