

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

3rd December 2018

To: The Town Mayor & Councillors

Dear Madam Mayor & Councillors

There will be a meeting of the **Town Council on Monday 10th December 2018 at 6.30pm,** 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 Natasha Flint

Town Clerk & Responsible Finance Officer

A G E N D A

1. Prayers

2. Apologies

To receive apologies for absence

3. Declarations of Interest – Code of Local Government Conduct

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

4. Community Development Fund

To present Conwy Bowling Club with their Grant Cheque and Certificate

5. Minutes

- To receive and approve the minutes of the Special Meeting of the Council held on 26th November 2018

6. Questions on the Minutes

7. Town Clerk's Report

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

8. Planning

a) Planning Applications

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

b) Planning Decisions Issued

To receive a list of planning decisions issued by Conwy County Borough Council

9. Conwy Tourist Information Centre – Digital Screen

To receive the business plan for the digital screen (Schedule C)

10. Walled Towns Friendship Circle

a) To receive a report from Councillor H Roberts from the AGM & Quarterly Meeting held on 21/11/18

b) To receive the events programme 2019-2024 from the Town Clerk (to be tabled)

11. Twinning Agreement

To receive further details and a draft outline agreement from Councillor B Chapman

12. Christmas 2018

- a) To receive the risk assessments for:
 - Christmas Eve (emailed 12/11/18)
 - Llandudno Junction & Deganwy events (Schedule D)
 - Boxing Day Dip (Schedule E)
- b) To receive the Quote from Safety Focus for the risk assessments
- c) To discuss the final arrangements for Christmas Events

13. Office Arrangements for Christmas 2018

To discuss the arrangements and Christmas de-brief date

14. Welsh Government Notification - Appropriate Sum under Section 137(4)(A) of the Local Government Act 1972 Section 137 Expenditure Limit for 2019-20

To receive details of the notification (Schedule F)

15. Guildhall Fire Drill

To discuss the carrying out of a fire drill

16. Llandudno Junction Catholic Church

To receive details from Councillor T James on the proposal of double yellow lines near the Church

17. Approval of Payments

To approve the following payments:

- a) J R Lingwood- Mace Bearer Duties Remembrance Sunday- £56.00
- b) Viking - Office Stationery - £149 plus vat
- c) Conwy County Borough Council – 4 Hard wood benches for Lancaster square plus installation - £4722.03
- d) Rialtas Business Solutions Ltd – Accounts Training plus mileage - £455.70 plus vat
- e) Xerox Finance – Printer Lease 1/1/19 to 31/3/19 - £75.00 plus vat
- f) Trilo – Byte Computer Services – correcting server issues - £95
- g) Tree Wise Men Services – 3x 15ft & 2x 25ft Christmas Trees for the Community - £3892.00
- h) Tree Wise Men Services – Erection and removal of 5 small Christmas Trees - £150

18. Cash Payments

To receive the list of cash payments no.116 (to be tabled)

19. List of Cheques

To approve list of cheques no. 404 (to be tabled)

20. Mayoral Announcements

21. Twenty minutes to be allocated to allow residents of the Conwy community to question Town Councillors on matters of interest