

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

5th February 2018

To : The Town Mayor & Members

Dear Mr Mayor & Members

There will be a **Special Meeting of the Council on Monday, 12th February 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 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. Minutes

To receive and approve the minutes of the Special Meeting of the Council held on 12th February 2018

4. Questions on the Minutes

5. Town Clerk's Report

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

6. 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

c) Planning Law in Wales - Consultation Paper

To prepare a response to the consultation

7. Consultation on the Proposed Amended Public Space Protection Order for Dog Control – Conwy County Borough Council

To respond to the consultation

8. Spring Clean Cymru

To receive details of the campaign

9. Provision of Play Activities in Conwy Grant

To receive details of the offer of a grant

10. Hanging Baskets & Other Planting

To discuss the arrangements for the provision of hanging baskets & other planting in the community

11. Third Quarter Financial and Budget Reports

To receive:

- a) The quarterly reports to 31st December 2017 (to be tabled)
- b) The Statement of Reserves as at 31st December 2017 (to be tabled)
- c) The Bank Reconciliation & Financial Statement as at 31st December 2017 (to be tabled)
- d) The Balance Sheet as at 31st December 2017 (to be tabled)

12. Reserves Policy

To adopt a Reserves Policy

13. Appointment of Internal Auditor

To appoint the internal auditor for the financial year 2016/17 & discuss the Engagement Letter

14. Review of Community & Town Council Sector in Wales

To consider a response to the review

15. Town & Community Councils Forum

To receive a report on the meeting held on 31st January 2018

16. Vacancies in Deganwy and Marl Wards

To receive an update on the vacancies

17. Councillor Attendance at Meetings

To discuss publishing Councillor attendance at meetings

18. Approval of Payments

To approve invoices received for payment

19. Cash Payments

To approve the list of cash payments no.110 (to be tabled)

20. List of Cheques

To approve list of cheques no.385 (to be tabled)

21. 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

22. Staff Committee

To receive and approve the minutes of the Staff Committee meeting held on 25th January 2018

23. Questions on the Minutes