

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

8<sup>th</sup> May 2017

**To : The Town Mayor & Councillors**

Dear Madam Mayor & Councillors

You are hereby summoned to attend the Annual Meeting of the Conwy Town Council to be held in the **Council Chamber, Guildhall, Conwy on Monday 15<sup>th</sup> day of May 2017 at 6:30pm** for the purpose of transacting the following business.

Yours faithfully

*Mrs. Helen Barrett*

Town Clerk & Responsible Financial Officer

**A G E N D A**

**1. Welcome**

To receive a welcome to the meeting from the Town Mayor, Councillor Ms P Hart

**2. Prayers**

Opening Prayers by the Mayor's Chaplain the Reverend Peter Walker

**3. Apologies**

To receive apologies for absence

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

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

**5. Declarations of Acceptance of Office**

- a) To sign Declarations of Acceptance of Office and receive gowns of office
- b) To give permission for absent Councillors to sign their Declarations of Acceptance of Office at a later agreed date

**6. Register of Interests**

To complete Register of Interests forms

**7. Standing Orders & Financial Regulations**

To receive the current Standing Orders & Financial Regulations and information from the Town Clerk

**8. Risk Assessment**

To review and approve any necessary amendments (Schedule A)

**9. Investment Strategy**

To review and approve any necessary amendments (Schedule B)

**10. Timetable of Meetings**

To receive the dates & times of Town Council and Special Meetings of The Town Council (Schedule C)

**11. Committees**

To appoint Members to serve on the following committees:

- a) Civic Committee (Mayor, Deputy Mayor, Past Mayors plus 1 Member)
- b) Staff Committee (Mayor, Deputy Mayor plus 4 Members)

## **12. Outside Organisations**

To appoint Members to serve on the following bodies:

- a) North Wales Association of Town & Larger Community Councils (2 Members plus 1 Reserve Member)
- b) Town & Community Councils Forum (3 Members)
- c) North Wales Link of the Walled Towns Friendship Circle (5 Members plus the Town Clerk)
- d) Conwy Harbour Advisory Committee (1 Member)
- e) Conwy Sea Cadet Corps (1 Member)
- f) Clwb Yr Efail (1 Member)
- g) Citizens Advice Bureau (1 Member)
- h) Llandudno Junction Regeneration Scheme (1 Member)
- i) Snowdonia National Park Authority (1 Member)
- j) Bodlondeb Woods Management Advisory Group (2 Members)
- k) Conservation Area Advisory Panel (1 Member)
- l) CVSC (1 Member)
- m) Conwy Drainage Board (1 Member)

## **13. School Governors**

To appoint a Town Council representative to be considered by the Board of Governors for the following schools:

- a) Ysgol Porth Y Felin
- b) Ysgol Awel Y Mynydd
- c) Ysgol Deganwy

## **14. The John Ronald Cunningham Memorial Fund**

To appoint Trustees to the Fund (one from each ward plus Mr.D.Rowley (co-opted) and the Town Clerk (Secretary))

## **15. Mayor's Allowance 2017/18**

To fix the amount of the Mayor's allowance in pursuance of s34(5) of the Local Government Act 1972

## **16. Vacancies – Marl**

To consider co-opting to fill the 2 vacancies in Marl ward under s21(2) of the Representation of the People Act 1985

## **17. Attendance**

To receive the attendance sheet for 2016/17 (Schedule D)

## **18. Cheque Signatories**

To approve cheque signatories for the following bank accounts:

- a) Cyngor Tref Conwy Town Council Current Account
- b) Cyngor Tref Conwy Town Council Business Reserve Account
- c) Mayoral Donation Account

## **19. Mayoral Inauguration**

To finalise arrangements for the Mayoral Inauguration ceremony

## **20. Town Clerk's Report**

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

## **21. Planning**

### **a) Planning Applications**

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

### **b) Proposed New Lidl Supermarket, Llandudno Junction**

To receive a request for a pre-application consultation response for the proposed development at the Former Daily Post & Arriva Buildings, Vale Road adjacent to Conwy Road, Llandudno Junction. LL31 9SH

**c) Planning Decisions Issued**

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

**22. Annual Return for the Year Ended 31<sup>st</sup> March 2017**

- a) To receive and approve the Accounting Statements for 2016/17 (to be tabled)
- b) To answer the questions on the Annual Governance Statement (to be tabled)

**23. Hanging Baskets**

To receive information about the distribution of the hanging baskets on the morning of 23/5/17

**24. Open Doors 2017**

To establish an "Open Doors Working Party" and possible dates for opening

**25. Blinc – Gwledd Conwy Feast 2017**

To receive a request for a letter of support

**26. National Assembly for Wales' Expert Panel on Assembly**

To receive information on the submissions received.

**27. Approval of Payments**

To approve invoices received for payment:

- a) Bebbington & Wilson Limited – Removal of Festive Lighting - £1,389.98 plus vat
- b) Viking – Stationery & Cleaning Supplies - £141.25 plus vat
- c) A.Slater – Guildhall & Bus Shelter Windows, 4 Weeks to 5/5/17 - £170.00
- d) J.W.Jones & Son – Removal of Lampshades from Chamber in Guildhall - £150.00 plus vat
- e) Business Systems (North Wales) Ltd. – Copies 4/4/17 to 2/5/17, 2,146 Mono & 26 Colour - £10.01 plus vat

**28. Cash Payments**

To note the list of cash payments no.106 (to be tabled)

**29. List of Cheques**

To approve list of cheques no.367 (to be tabled)

**30. Nomination for Mayor 2017/18**

To receive nominations for the Municipal Year 2017/18

**31. Nomination for Deputy Mayor 2017/18**

To receive nominations for the Municipal Year 2017/18

**32. Mayoral Announcements**

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