

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

20th May 2015

**To : The Town Mayor & Members
Special Meeting of the Council (Finance & General Purposes)**

Dear Madam Mayor & Members

There will be a **Special Meeting of the Council on Tuesday, 26th May 2015 at 6.30p.m.** 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 Bannitt

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. Appointment of Chairman**
To appoint a Chairman for the Municipal Year 2015/16
- 4. Appointment of Vice Chairman**
To appoint a Vice Chairman for the Municipal Year 2015/16
- 5. Minutes**
 - To receive and approve the minutes of the Civic Committee held on 11th May 2015
 - To receive and approve the minutes of the Special Meeting of the Council held on 11th May 2015
- 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. North Wales Walled Towns Friendship Circle**
To receive correspondence regarding the membership of the Circle

10. Christmas Committee

To arrange a date for a meeting of the Christmas Committee

11. Car Parking Charges

- a) To receive a reply from Conwy County Borough Council regarding the FOIA request regarding car parking charges
- b) To receive correspondence regarding car park charges for events

12. Coach Parking in Conwy

To discuss issues regarding coach parking and dropping off in Conwy

13. Bodlondeb Woods Local Nature Reserve Management Advisory Group

To receive a report on the annual informal meeting held on 12th May 2015

14. Footpaths and Green Spaces Working Party

To receive a report on the meeting held on 26th May 2015

15. Plas Isa

To receive a report on the meeting held with Conwy County Borough Council officers on 20th May 2015

16. Standing Orders & Financial Regulations

To discuss the review of Standing Orders and Financial Regulations

17. Risk Assessment

To review and approve any necessary amendments (to be tabled)

18. Attendance

To receive the attendance sheet for 2014/15 (to be tabled)

19. Register of Interests

To complete Register of Interests forms

20. Cheque Signatories

To approve cheque signatories for the following Bank accounts:

- a) Conwy town Council Business Current Account
- b) Conwy Town Council Notice Account
- c) The Mayoral Donation Account

21. Investments

To receive information from the Town Clerk

22. One Voice Wales

To receive a response from the Chief Executive, One Voice Wales regarding the Town Council's query on membership fees

23. Revised Guidance on the Code of Conduct

To receive correspondence from the Public Services Ombudsman for Wales

24. Guildhall Buildings Insurance Premium 2015/16

To receive details of the premium for 2015/16

25. Town & Community Council Forum

To consider a response to the “How are we doing” questionnaire

26. SLCC Conference

To receive a report from the Town Clerk on the seminar held on 14th May 2015

27. Mayoral Inauguration

To discuss a gratuity for the catering staff

28. Approval of Payments

To approve invoices received for payment:

- a) BT Payment Services Ltd. – Guildhall Telephone, Quarter to 8th May - £56.38 plus vat
- b) Docucentric – 3,582 Mono Photocopies 26/3/15 to 5/5/15 - £12.54 plus vat
- c) Daisy Chain – Bouquets for Mayoral Inauguration - £50.00
- d) Time Café Bar Conwy – Mayoral Inauguration Buffet - £817.08 plus vat
- e) J R Lingwood – Mace Bearer duties, Mayoral Inauguration - £40.00

29. Cash Payments

To approve the list of cash payments no.92 (to be tabled)

30. List of Cheques

To approve list of cheques no.317 (to be tabled)