

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

21st 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, 27th May 2014 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

Miss Helen Armitage

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 2014/15

4. Appointment of Vice Chairman

To appoint a Vice Chairman for the Municipal Year 2014/15

5. Minutes

- To receive and approve the minutes of the Staff Committee meeting held on 12th May 2014
- To receive and approve the minutes of the Special Meeting of the Council held on 12th May 2014

6. Questions on the Minutes

7. Casual Vacancy Castle Ward

To receive notice of a casual vacancy

8. Town Clerk's Report

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

9. 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) Variations to Plans Submitted by Large Developers

To discuss the practice of making variations plans for large developments

10. Draft Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2014 & Related Statutory Guidance

To discuss the consultation document

11. Definitive Map & Statement Consolidation

To receive the Definitive Map & Statement

12. Conwy Community Play Areas

To receive information from Councillor E. Hughes

13. Standing Orders

To review and approve any necessary amendments.

14. Financial Regulations

To review and approve any necessary amendments

15. Risk Assessment

To review and approve any necessary amendments

16. Attendance

To receive the attendance sheet for 2013/14 (to be tabled)

17. Register of Interests

To complete Register of Interests forms

18. 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

19. Society of Local Council Clerks Seminar 15th May 2014

To receive a report from the Town Clerk

20. Temporary Governor for New School in Llandudno Junction

To nominate a temporary Governor to represent the Town Council

21. HistoryPoints

To receive a suggestion from the Editor of HistoryPoints regarding a tour around Conwy

22. Llandudno Junction Fun Day

To receive a request to make a presentation to the Town Council

23. Hire of Guildhall

To receive a request to hire the Guildhall

24. Mayoral Inauguration Payments

To approve payments to:

- a) Mace Bearer
- b) Mayor's Secretary
- c) Gratuity to Waiting on Staff

25. Approval of Payments

To approve invoices received for payment:

- a) Miss S Cotton – Consort’s Gift - £69.00
- b) Snowdonia Marquees – Hire of Tables, Tablecloths & Chairs for Mayoral Inauguration - £380.00 plus vat
- c) Outside – Mayoral Inauguration Buffet plus Waitress - £378.00 plus vat
- d) BT Payment Services Ltd. – Guildhall Telephone 10/2/14 to 9/5/14 - £53.14 plus vat
- e) Daisy Chain – Bouquet for Mayoral Inauguration - £25.00
- f) Watson Catering Services – Hire of Water Boiler, Cutley, Crockery plus Waiter - £169.40

26. Cash Payments

To approve the list of cash payments no.86 (to be tabled)

27. List of Cheques

To approve list of cheques no.293 (to be tabled)

28. Cerdded Conwy Walks

To receive correspondence from Cerdded Conwy Walks

29. Mayoral Inauguration

To discuss arrangements

30. 70th Anniversary D-Day

To discuss wreath laying on 6th June 2014 on Conwy Morfa

31. Open Doors 2014

To receive a report from the Open Doors Working Party

32. Governance in Small Public Bodies

To receive correspondence from the Welsh Government

33. Approval of Payments

To approve invoices received for payment:

- a)View Creative Ltd. – Amendments to a Printing of Conwy Town Guide (85,000) - £3,330.00
- b)Clifton Glass Ltd. – Replacement Glass for Bus Shelter & Guildhall Cellar Window - £291.67 plus vat
(Bus Shelter element £183.33 plus vat forwarded to insurance company)
- c)Konica Minolta Business Solutions (UK) Limited – Photocopies 30/1/14 to 28/4/14 - £96.20 plus vat

34. Cash Payments

To approve the list of cash payments no.86 (to be tabled)

35. List of Cheques

To approve list of cheques no.292 (to be tabled)