

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

20th May 2019

To: The Town Mayor & Members

Dear Mr Mayor & Members

You are summons to the **Special Meeting of the Council on Tuesday, 28th May 2019 at 6:30pm** in the Guildhall, Conwy to transact the under mentioned business. You should make every effort to attend.

Yours faithfully

Mrs Natasha Flint

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 2019/20

4. Appointment of Vice Chairman

To appoint a Vice Chairman for the Municipal Year 2019/20

5. Minutes

- To receive and approve the minutes of the Special Meeting of the Council held on 13th May 2019.

6. Questions on the Minutes

7. Report Back

- Members are requested to report back from any of the Advisory Committees / Organisations that they sit on and share information with CTC (s5 Standing Orders):

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 (Schedule B attached)

b) Planning Decisions Issued

To receive a list of planning decisions issued by Conwy County Borough Council (Schedule C attached)

10. Hire of the Guildhall

To discuss hiring out the Guildhall to a Well-Being Group who would like to hold a Ballet Class in the Guildhall for over 60's, free trial session by Dawnsibawb

11. Little Dragons Fundraising Group

Review of Accounts for Grant fund of £2,000 to be tabled

12. John Ronald Cunningham Trust Fund

To discuss giving the John Ronald Cunningham Trust Fund a loan of £1,000 to be able to award Mr Jack Owen the grant which was approved by the Trust in 2017/18.

13. Attendance List

To receive the attendance sheet for 2018/19 (to be tabled)

14. Register of Interests

To complete Register of Interests forms (to be tabled)

15. Standing Orders

To receive information from the Town Clerk (to be tabled)

16. Code of Conduct

To receive 2 copies of Councillors Code of Conduct to be signed – one for Members and one to return to the Town Clerk to place on file (to be tabled)

17. Financial Regulations

To receive information from the Town Clerk (to be tabled)

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. Approval of Payments

To approve invoices received for payment:

- a) Allan and Eirwen Evans Horticultural Services – Hanging Baskets for the Community – £2775.00
- b) Hops & Barley – Wine for Town Council Events - £292.45 plus VAT
- c) N Flint – Travel expenses to staff training - £25.04
- d) SP Lamps Limited – Guildhall Bulbs - £41.70 plus VAT
- e) Conwy County Borough Council – Annual Sponsor of Gyffin Car Park 1/4/19 to 31/3/20 - £4000.00 plus VAT
- f) Conwy County Borough Council – Aberconwy Ward By-Election 28/3/19 - £2055.21
- g) British Telecommunications plc – Guildhall Telephone 1/5/19 to 31/7/19 - £53.98 plus VAT
- h) B2 Business Solutions (North Wales) Ltd - Copies 2/4/19 to 2/5/19, 1,940 Mono & 750 Colour - £46.63 plus VAT
- i) Mr G Mair – Mace Bearer Duties for Mayoral Inauguration 20/5/19 - £75.00

20. List of Cheques

To approve list of cheques no.419 (to be tabled)

21. Questions to Chair / Town Clerk

Questions must be submitted in advance to the Town Clerk in writing and it is the prerogative of the Chair / Town Clerk to answer the questions asked. However, if they do not wish to answer questions posed a valid reason must be given.