

**CYNGOR TREF CONWY TOWN COUNCIL**  
**GUILDHALL, CONWY**  
**MINUTES OF THE CIVIC COMMITTEE MEETING**  
**HELD ON MONDAY 12<sup>th</sup> March 2018**

**PRESENT:** Councillors –B Chapman (Mayor), S Cotton (Deputy Mayor), E Leighton-Jones (Chairman), H Roberts ,  
V Macdonald

**IN ATTENDANCE:** H Barritt (Town Clerk) P Gillbanks (Civic Assistant /Events Co-ordinator)

**APOLOGIES:** Councillors P Hart & J Vaughan

**DECLARATIONS OF INTEREST – CODE OF LOCAL GOVERNMENT CONDUCT:** None

**Minute Number**

**21. Arrangements for Mayoral Inauguration 2018**

Members discussed the arrangements for the Mayoral Inauguration 2018

Resolved to recommend:

- a) Members discussed the initial arrangements for Mayor Making and it was agreed it will be held on the 21 May at the Guildhall.
- b) It was decided that Councillors partners would not be invited to the ceremony due to restrictions on numbers.
- c) Councillor Sam Cotton (Deputy Mayor) indicated she would enquire and decide on arrangements for the Hawk and Knights and drinks for the castle.
- d) Councillor Bill Chapman (Mayor) was asked to buy the outgoing Mayoress a gift to the value of £75
- e) Councillor Sam Cotton (Deputy Mayor) indicated she would have 2 charity's this year which would be Sea Cadets and Guide Dogs for the Blind.
- f) Councillor Sam Cotton (Deputy Mayor) asked Paul Gillbanks to get menu options for the reception.
- g) Organisation representatives to be invited from Sea Cadets, History Group of Deganwy, Conwy Yacht Club, Chaps, Royal British Legion, Conwy Camera Club, Deganwy Friendship Club, Heads of Ysgol Deganwy, Ysgol Aberconwy and Conwy Chamber of trade.
- h) It was decided that Councillors involved with the ceremony will be given the script in advance and should try to remember it before the rehearsals.

**22. Civic Sunday 2018**

- a) Members discussed the initial arrangements for Civic Sunday and Parade and it was agreed that it should be held on the 8<sup>th</sup> July at St Mary's Church, Conwy.
- b) It was decided that the Parade would begin at 11am from Bodlondeb and Paul would make the necessary arrangements for this.
- c) Helen Barritt (Clerk) suggested that St Marys should be booked and the necessary Food arranged with Lowri @ HHDM.

RESOLVED to RECOMMEND these arrangements to the full Town Council for endorsement and action.

**There being no further business, the meeting was closed at 6:15pm**