

CYNGOR TREF CONWY TOWN COUNCIL  
GUILDHALL, CONWY.

14<sup>th</sup> August 2019

**To: The Town Mayor & Members  
Staff Committee**

Dear Mr Mayor & Members

You are summons to the **Staff Committee on Monday 19<sup>th</sup> August at 17:30pm**, in the Guildhall, Conwy to transact the under mentioned business. You should make every effort to attend.

Yours faithfully

**Mrs Natasha Flint**

Town Clerk and 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. Confidential Business:**

In accordance with the Public Bodies (Admission to Meetings Act) 1960 & with Standing Order 65, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press & public be temporarily excluded & instructed to withdraw.

**4. Staff Issue –Parking Permit:**

To discuss the above – (Schedule A)

**5. Any other Staffing Matters:**