

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

9th September 2019

To: The Town Mayor & Councillors

Dear Mr Mayor & Councillors

You are summons to the meeting of the **Town Council on Monday 16th September 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. Prayers

2. Apologies

To receive apologies for absence.

3. Declarations of Interest – Code of Local Government Conduct

Members are reminded that they must declare the **existence** and **nature** of their declared personal interests.

4. Minutes

- To receive and approve the minutes of the Civic Committee held on 28th August 2019.
- To receive and approve the minutes of the Christmas Committee held on 28th August 2019.
- To receive and approve the minutes of the Special Meeting of the Council held on 2nd September 2019.

5. Questions on the Minutes

6. 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):

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 (Schedule B attached).

b) Planning Decisions Issued

There are no planning decisions.

9. External Audit Report

To receive and approve the report from BDO external auditors.

10. Armistice Day

To receive details of the short commemoration from the Town Clerk.

11. St David's Day Parade 2020

To discuss the following message from Siwan Elenid Jones, Coastal Area Officer, Menter Iaith Conwy "a short message following a few discussions with Porth y Felin Head Teacher about the possibility of holding a procession around Conwy during St David's Day - same as what happened during the Eisteddfod Cyhoeddi in July 2018. Just wondering if you were still interested in working with us on the idea, and if you have any control over traffic, or know who to contact in the county council regarding road closures?" The Events Co-ordinator can deal with the traffic control.

12. Approval of Payments

To approve the following payments:

- a) Xerox Finance - Printer Lease 01/10/19 to 31/12/19 - £129.14 plus VAT
- b) MSI Alarms Ltd – Guildhall Intruder Alarm System - Annual Contract - £320.00 plus VAT
- c) Opus Energy - St Marys Clock Electric 04/08/19 to 03/09/19 - £12.56 plus VAT
- d) BT Communications plc – Guildhall Telephone 01/09/19 to 30/11/19 - £158.50
- e) ICO Data Protection Fee Renewal 19/10/19 to 18/10/20 £40.00
- f) T Brennan - 2 x Toilet Seat – Guildhall Loos & Cleaning Equipment £82.63
- g) Viking - Office Stationery – £100.21 plus VAT

13. List of Cheques

To approve list of cheques no. 426 (to be tabled)

14. 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

15. Mayoral Announcements

16. Twenty minutes to be allocated to allow residents of the Conwy community to question Town Councillors on matters of interest.