

CYNGOR TREF CONWY TOWN COUNCIL
GUILDHALL, CONWY
MINUTES OF THE CIVIC COMMITTEE MEETING
HELD ON WEDNESDAY 28th AUGUST 2019 @ 17:30pm

PRESENT: Councillors –S Cotton (Chair), G Edwards (Mayor), V Macdonald, B Chapman, P Hart, H Roberts.

IN ATTENDANCE: N Flint (Town Clerk) P Gillbanks (Mayor’s Secretary/Events Co-ordinator).

APOLOGIES: Councillors - E Leighton-Jones (Deputy Mayor), E Roberts.

DECLARATIONS OF INTEREST – CODE OF LOCAL GOVERNMENT CONDUCT: None

It was resolved that Cllr. S Cotton take the Chair for the meeting.

The appointment of Chair and Vice Chair was missed from the Agenda of the first Committee Meeting of this Municipal Year and will therefore be placed on the next Civic Committee Agenda.

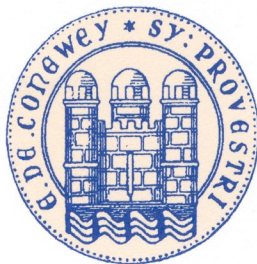
Minute Number:-

1. Mayoral Gifts:

Members discussed the purchase of new Mayoral gifts. The Mayor’s Secretary/Events Co-ordinator showed the Committee Members a selection of glassware gifts within a selected price range:

Resolved to recommend:

- a) To purchase 25 Islay Paperweights Facet Cut with the Conwy Seal set into the Paper weight @ £9.00 each plus the cost of the Conwy Seal;
- b) To purchase 25 Kintyre Square Single Tealight Candle Holder with the Conwy Seal set onto the Candle Holder @ £6.35 plus the cost of the Conwy Seal;



- c) To look at the price of purchasing small paper Gift Bags with the Conwy Seal on the bag;
- d) To purchase 500 Mayor Bears @ .65p per Mayor Bear;

2. Japan update – Mayoral Visit 2019:

Members discussed the arrangements for the Mayoral Visit to Japan in October 2019;

- a) Mayoral Party to leave for Japan on the 24th October 2019 – flights have been booked;
- b) Mayoral Party to return from Japan on the 2nd November 2019 – flights have been booked;
- c) Accommodation has been booked;
- d) The Mayoral Party consists of the Mayor – Cllr. G Edwards, the Mayoress – Mrs E Edwards, The Mayor’s Secretary/Events Co-ordinator - Mr P Gillbanks and Cllr. B Chapman. Additional members of the party will be Mrs P Chapman and Ms B Jones.
- e) The itinerary for Japan is: 27th October Reception for International Friendship Day – 28th October Welcome Reception for the Mayoral Party – 29th October Formal Signing of Twinning Agreement;
- f) The Civic Committee requested a formal itinerary to be given to CTC before the commencement of the visit and a full Report Back to CTC on the return of the delegation from Japan;
- g) The Civic Committee asked the Town Clerk to look at the insurance issues in relation to taking the Mayoral regalia (including the Mayoral Chain) on the visit;

- h) Cllr. B Chapman advised the Civic Committee that the Twinning Agreement would be set out in Welsh / English / Japanese.

3. Honorary Bailies

- a) The Town Clerk advised the Civic Committee that a finger buffet had been booked at £5.50 per head;
- b) The Mayor's Secretary/Events Co-ordinator advised the Civic Committee that he was going to arrange for a rehearsal of the ceremony prior to the 16th September and that he would email those involved with the time and date.

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

There being no further business, the meeting was closed at 18:15pm