



CYNGOR TREF PEN-BRE A PHORTH TYWYN PEMBREY AND BURRY PORT TOWN COUNCIL

Mrs Melanie Carroll-Cliffe, *Clerc y Dref / Town Clerk*
Mr Alan Howells FCCA, *Swyddog Ariannol Cyfrifol / Responsible Finance Officer*
Mr Lee Fox, *Swyddog Gwasanaethau Technegol / Technical Services Officer*

11th January 2017

Dear Member

You are hereby summoned to attend the **ORDINARY MEETING of PEMBREY AND BURRY PORT TOWN COUNCIL** which will be held at the **FORMER OAP HALL, BURRY PORT at 7pm on WEDNESDAY 18th January 2017** for the transaction of the following business:

1. Opening Prayer.
2. Personal matters.
3. To receive members' declarations of interest in respect of the business to be transacted.
4. To consider Police Business, if any.
5. To confirm the minutes of the meeting held on Wednesday 19th October 2016 (**copy enclosed**).
6. Information from the aforesaid minutes.
7. To consider the Technical Services report (**copy enclosed**).
8. To consider the minutes of the Facilities Management Committee meetings held on Wednesday 2nd November and Wednesday 7th December 2016 (**copies enclosed**).
9. To consider the minutes of the Regeneration and Community Services Committee meetings held on Thursday 3rd November, Thursday 17th November 2016 (Special meeting) and Thursday 1st December 2016 (draft) (**copies enclosed**).
10. To consider the report of the Responsible Finance Officer, to include budget setting for the 2017/18 financial year (**copy RFO/ budget monitoring report and 2017/18 draft budget report enclosed**).
11. To consider the minutes of the Finance Committee meetings held on Tuesday 8th November and Tuesday 13th December 2016 (**copies enclosed**).
12. To consider the following planning applications.

Neuadd Goffa, Stryd Parc-y-Minos, Porth Tywyn, Sir Gaerfyrddin, Cymru SA16 0BN
The Memorial Hall, Parc-y-Minos Street, Burry Port, Carmarthenshire, Wales SA16 0BN
T: +44 (0)1554 834346 F: +44(0)1554 834425 E: info@pembreyburryport-tc.gov.uk

13. To consider any County Councillors' reports.
14. To consider the Mayor's report.
15. To consider recommendations from the Facilities Management Committee meeting of 4th January 2017 in relation to the potential transfer of assets from Carmarthenshire County Council (**copy recommendations attached**).
16. To consider the approval of an amendment to Standing Orders in relation to dealings with the press/media as recommended by the Civic Governance and Personnel Committee meeting of 9th January 2017(**copy of relevant extract enclosed**).
17. To consider suggestions from the Civic Governance and Personnel Committee (meeting of 9th January 2017) for an appropriate tribute to Immediate Past Mayor Cllr Mrs Jean Hire.
18. To consider a potential consultation on safety issues leading into Parkes Street, Burry Port.
19. To consider a request from the Heritage Trail Group in relation to maintenance and insurance of the heritage boards (**copy of final report attached**).
20. To consider communications received (**copy enclosed**).
21. To receive reports by elected members.
22. To consider the report of the Clerk on Matters of Administration (**copy to follow**).

Yours faithfully

Melanie Carroll-Cliffe
Town Clerk

Distribution: Members of Pembrey and Burry Port Town Council