



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*

13th October 2016

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 19th OCTOBER 2016** 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 21st September 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 meeting held on Tuesday 26th July 2016 (**copy enclosed**).
9. To consider the minutes of the Regeneration and Community Services Committee meeting held on Thursday 1st September 2016 (**copy enclosed**).
10. To consider the report of the Responsible Finance Officer (**copy enclosed**).
11. To consider the minutes of the Finance Committee meeting held on Tuesday 13th September 2016 (**copy enclosed**).
12. To consider the following planning applications.

Neuadd Goffa, Stryd Parc-y-Minos, Porth Tywyn, Sir Gaerfyrddin, Cymru SA16 0BN
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Mae Cyngor y Dref yn croesawu gohebiaeth yn Gymraeg neu yn Saesneg / The Town Council welcomes correspondence in Welsh or English

<u>Application No.</u>	<u>Name and Address of Applicant</u>	<u>Description of Application</u>
S/34455	Mr P Hayes 9 Heol Vaughan, Burry Port	Proposed front lean to porch extension
S/34454	Mr P Hayes 9 Heol Vaughan, Burry Port	Proposed first floor bedroom extension and front porch extension
S/34469	Rob Yate Land at Brynmor, Pembrey	Creation of new field entrance and closure of existing

13. To consider any County Councillors' reports.
14. To consider the Mayor's report.
15. To consider the co-option of a new member to the Town Council (**copy personal statements attached**).
16. Update on proposed asset transfers, following a meeting with County Council officers on 4th October 2016.
17. To consider the Town Council's stance on the provision of press releases relating to Council decisions and on photographs published in the press (recommendation from Civic Governance and Personnel Committee meeting of 10th October 2016).
18. To consider/approve a protocol on Councillors' attendance at the Council office, other than for arranged Committee or Sub Committee meetings (recommendation from Civic Governance and Personnel Committee meeting of 10th October 2016).
19. To consider communications received (**copy enclosed**).
20. To receive reports by elected members (copy report of attendance at One Voice Wales Annual Conference on 1st October 2016, prepared by Cllr Ken Edwards **attached**).
21. 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