



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 Kevin Williams, *Swyddog Gwasanaethau Technegol / Technical Services Officer*

30th January 2019

Dear Member

You are hereby summoned to attend a meeting of the **Facilities and Assets Committee** which will be held in the **Senior Citizens' Hall at 6.30pm on Wednesday 6th February 2019** for the transaction of the following business:

1. To receive apologies for absence.
2. To receive members' declarations of interest in respect of the business to be transacted.
3. To confirm the minutes of the Facilities and Assets Committee meeting held on Wednesday 5th December 2018 (**copy previously circulated**).
4. To consider any matters arising from the minutes.
5. To consider the budget monitoring report (**copy to follow**).
6. Consideration of correspondence previously circulated to members – none circulated.
7. Consideration of Fees and Charges for 2019/20.
8. Consideration of changes to Gerrans Gym to enable 24 hour access.
9. Consideration of the set up of working groups to identify improvements required at Pembrey and Burry Port facilities.
10. Consideration of the relocation of the Town Band.
11. Update on asset transfers.
12. Update on harbour play area.
13. To receive a report on meetings of the Chairs Committee.
14. To receive a report from the Chair of the Burial Sub Committee.
15. To set a date for a special meeting to consider a 3 year strategy plan.
16. To consider any referred matters (if any).

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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

17. Any other urgent business at the discretion of the Chair.

In camera - That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press be excluded from the meeting during consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

18. To confirm the confidential minute of the meeting held on Wednesday 5th December 2018 **(copy previously circulated)**.

19. To consider the RFO report **(copy to follow)**.

20. To consider the commercial activity report **(copy enclosed)**.

21. Consideration of Bowls Club Green maintenance and upkeep charges.

22. Update on the sale of Copperworks.

23. Consideration of staffing matters.

Yours faithfully



Shan Loudon
Temporary Assistant Town Clerk

Distribution: Councillors Mrs Karen Francis Morris, Peter Freeman (Vice Chair), Robert John, Mrs Shirley Matthews, Mrs Lisa Mitchell, David Owens, Michael Theodoulou (Chair), Mrs Moira Thomas