



# 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*

9th January 2018

Dear Member

You are hereby summoned to attend the **EXTRAORDINARY MEETING of PEMBREY AND BURRY PORT TOWN COUNCIL** which will be held at the **MEMORIAL HALL, BURRY PORT** at **7pm on TUESDAY 16th JANUARY 2018** for the transaction of the following business:

1. Opening Prayer.
2. To receive apologies for absence.
3. To receive members' declarations of interest in respect of the business to be transacted.
4. To consider a motion that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press be excluded from the meeting during the consideration of the following item of business, as publicity would be prejudicial to the public interest because of the sensitive and confidential nature of the business to be transacted.
5. To consider the proposed restructuring of the Council and its Committees (**paper enclosed**).

Yours faithfully

**Melanie Carroll-Cliffe**  
Town Clerk

**Distribution: Members of Pembrey and Burry Port Town Council**

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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

