



# PENMAENMAWR TOWN COUNCIL

## SUMMONS TO ATTEND A MEETING

**To: All Members of Penmaenmawr Town Council**

Cllrs: Cathy Augustine, Malcolm Bleasdale, Colin Brooks Williams, Lara Cook, James Cook, Steven Consterdine (Mayor), Lisa Goodier, Gavin Parry, Judith Priestnall, Rebecca Snell, Jack Sterriker Ellis and Sarah Williams (Deputy Mayor)

**Venue:** Community Library, Penmaenmawr

**Date:** Monday 4<sup>th</sup> December 2023 at 7pm

### Join Zoom Meeting

<https://us02web.zoom.us/j/81631820437?pwd=bXpRci93NnYxbDRHaHVTbnBzc1R5Zz09>

Meeting ID: 816 3182 0437

***Applications to address the meeting should be received no later than 5pm on the last working day preceding the meeting.***

**Passcode:** *Members of the public are welcome to observe the meeting. Please contact the office on 01492 623221 or email [admin@penmaenmawr.org](mailto:admin@penmaenmawr.org) for the passcode.*

### AGENDA

- 1. Apologies for Absence**  
To receive any apologies for absence.
- 2. Declaration of Interest**  
Members to declare the existence and nature of any interest in items on the agenda.
- 3. Public Participation**  
To consider applications from the public to address the Council (5 minutes maximum). Applications to speak must be received by the Clerk no later than 5pm on the last working day preceding the meeting.
- 4. Mayor's Report & Civic Announcements**  
To receive any such communications as the Mayor may wish to lay before the Council.
- 5. Clerk's Report**  
To receive a report on actions taken since the last meeting.
- 6. Members Questions**  
A Member may ask the Mayor any questions concerning the business of the Council.
- 7. Minutes**  
To approve as a correct record the minutes of the meeting held on 27 November 2023.
- 8. Matters Arising from the Minutes**  
To review the actions arising from previous minutes that are not on the agenda.
- 9. Annual Return**  
To approve the 2022-2023 Annual Return.
- 10. Internal Audit Report**  
To receive the Internal Auditor's Report for 2022-2023.

**11. Committee Structures**

To discuss Committee structures and resuming committee meetings in January 2024.

**12. Christmas Fayre**

To receive feedback from the Christmas Fayre and identify good practice for future events.

Daryn Wilcox  
**Clerk & RFO**