



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

31st March 2021

Dear Member

You are hereby summoned to attend a meeting of the **Facilities and Assets Committee** which will be held via Zoom **at 6.30pm on Wednesday 7th April 2021** 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 3rd March 2021 (**copy enclosed**).
4. To consider any matters arising from the minutes.
5. To consider the budget monitoring report (**copy enclosed**).
6. Update on asset transfers.
7. Update on health and safety.
8. Consideration of terms of reference prior to Annual Meeting (**copy enclosed**).
9. Consideration of bin emptying at weekends.
10. Consideration of moving the Food Forward Project to the Senior Citizens Hall.
11. Update from the Environment Task and Finish Group.
12. Consideration of land adjacent to Tramway.
13. To consider any referred matters (if any).
14. 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.

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

15. To confirm the confidential minute of the meetings held on Wednesday 3rd March 2021 (**copy enclosed**).
16. Matters arising.
17. To consider the Schedule of Accounts (**copy enclosed**).
18. To consider the Project Managers report (**copy enclosed**).
19. Consideration of the Cemetery/Facilities Superintendent report (**copy enclosed**).
20. Consideration of cleaning provision (**copy enclosed**)
21. Consideration of Town Council and Bowls Club (**copy enclosed**)

Yours faithfully

Huw Thomas
Town Clerk/Proper Officer

Distribution: Councillors Peter Freeman (Vice Chair), Les George, Robert John (Chair), Lisa Mitchell, Karen Morris, Andrew Phillips, Michael Theodoulou, Moira Thomas, Mary Wenman