



# **PORTHCAWL TOWN COUNCIL**

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11 July 2022

To all Members of Council

Dear Councillor

You are summoned to attend an Emergency Meeting of the Town Council to be held at the Y Centre, John Street, Porthcawl on **Tuesday 12<sup>th</sup> July 2022 at 7pm.**

Yours sincerely

*K Grabham*

**Kerry Grabham Town Clerk**

## **Procedure to be outlined by Chairperson:**

Welcome Members, Officers and members of the public to this Meeting of Porthcawl Town Council. Which due to Government advice is being held in person and virtually to enable all participants to access this meeting. The meeting will be recorded.

Please can everyone ensure that all mobile phones are switched off or to silent mode.

You will all have received an electronic copy of the Agenda and hard copies are available to persons attending in person.

Members & Officers will be speaking at various points during the meeting. If you are attending virtually, could you ensure that microphones are switched off to minimise any background noise and interference and to ensure the connection remains as stable as possible.

**Please indicate if you wish to speak by raising your hand, the Chair will call your name in turn and for those persons attending virtually you will at that point switch on your microphone. Please do not interrupt when a member or officer is speaking.**

## **AGENDA**

**Admission to Meetings Act 1960 that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the agenda item**

1. To receive apologies for absence
2. To receive declarations of interest for items on the agenda
3. To consider item – Correspondence received – Tim Smith Solicitor