

CITTASLOW COMMITTEE 12th JUNE 2018.

AGENDA

1. **Election of Committee Chair.**
To appoint a Chair for the ensuing year.
2. **Apologies for absence.**
To receive any apologies for absence.
3. **Election of Committee Vice Chair.**
To appoint a Vice Chair for the ensuing year.
4. **Declaration of Interest.**
To receive any known declarations of interest in items on the agenda.
5. **Minutes of last meeting.**
To authorise the Chairman to sign the minutes of the previous meeting of the Cittaslow Resources Committee held on the 10th April 2018, as a correct record.
6. **Reports.**
 - a) Review of criteria (Verbal update Cllrs Baker & Cheminais)
 - b) Feedback from Cittaslow UK Board Meeting (Verbal report Cllr Cheminais)
 - c) Shape my Town.
7. **Future Agenda items.**
To note items for future agenda.

CITTASLOW COMMITTEE 24th JULY 2018.

AGENDA

1. **Apologies for absence.**
To receive any apologies for absence.
2. **Declaration of Interest.**
To receive any known declarations of interest in items on the agenda.
3. **Minutes of last meeting.**
To authorise the Chairman to sign the minutes of the previous meeting of the Cittaslow Resources Committee held on the 10th April 2018, as a correct record.
4. **Reports.**
 - a) DCC Scene Setting Meeting (Verbal report form Chair for information).
 - b) Review of criteria.
 - b) Shape my Llangollen.
 - c) Co-option's.
5. **Future Agenda items.**
To note items for future agenda.

CITTASLOW COMMITTEE
4thSEPTEMBER 2018.

AGENDA

1. Apologies for absence.

To receive any apologies for absence.

2. Declaration of Interest.

To receive any known declarations of interest in items on the agenda.

3. Minutes of last meeting.

To authorise the Chairman to sign the minutes of the previous meeting of the Cittaslow Committee held on the 24th July 2018, as a correct record.

4. Reports.

- a) Shape my Llangollen, update on progress.
- b) Attendance at Cittaslow UK Board meeting October 2018.
- c) Cittaslow Llangollen/Plastic Free Llangollen networking day.

5. Correspondence.

To consider correspondence received and to make any necessary decisions thereon.

Correspondent.	Purpose.	Action.
Cittaslow International	Notification of Cittaslow Sunday 30th September 2018.	Note.
Cittaslow International	Notification of the Cittaslow international market regulations to improve the quality of Cittaslow proposal concerning local chain production-selling-consuming.	To consider the use of the web locally.
Margaret Shaw	Report of the Cittaslow International meeting in Miranda June 21 st -24 th	Note.

6. Future Agenda items.

To note items for future agenda.

- a) Networking.
- b) Website.
- c) 2019/20 Budget preparation.

CITTASLOW COMMITTEE
10th OCTOBER 2018.

AGENDA

- 1. Apologies for absence.**
To receive any apologies for absence.
- 2. Declaration of Interest.**
To receive any known declarations of interest in items on the agenda.
- 3. Minutes of last meeting.**
To authorise the Chairman to sign the minutes of the previous meeting of the Cittaslow Committee held on the 4th September 2018, as a correct record.
- 4. Reports.**
 - a) Community Support Grants Assessment.
 - b) Shape my Llangollen, update on progress.
 - c) 2019/20 Budget preparation.
- 5. Correspondence.**
To consider correspondence received and to make any necessary decisions thereon.
- 6. Future Agenda items.**
To note items for future agenda.
 - a) Networking.

CITTASLOW COMMITTEE
19th NOVEMBER 2018.

AGENDA

- 1. Apologies for absence.**
To receive any apologies for absence.
- 2. Declaration of Interest.**
To receive any known declarations of interest in items on the agenda.
- 3. Minutes of last meeting.**
To authorise the Chairman to sign the minutes of the previous meeting of the Cittaslow Committee held on the 10th October 2018, as a correct record.
- 4. Reports.**
 - a) Engaging with town groups/organisations aligned with Cittaslow
 - c) Aligning Town Strategies.
 - d) Report from UK Board meeting. (Verbal update)
 - c) Plastic Free Llangollen. (Verbal update)
- 5. Correspondence.**
To consider correspondence received and to make any necessary decisions thereon.
- 6. Future Agenda items.**
To note items for future agenda.

CITTASLOW COMMITTEE
8th JANUARY 2019.

AGENDA

- 1. Apologies for absence.**
To receive any apologies for absence.
- 2. Declaration of Interest.**
To receive any known declarations of interest in items on the agenda.
- 3. Minutes of last meeting.**
To authorise the Chairman to sign the minutes of the previous meeting of the Cittaslow Committee held on the 11^h December 2018, as a correct record.
- 4. Reports.**
 - a) Funding support for Shape my Llangollen.
 - b) Shape my Llangollen terms of reference.
- 5. Correspondence.**
To consider correspondence received and to make any necessary decisions thereon.
- 6. Future Agenda items.**
To note items for future agenda.

**CITTASLOW COMMITTEE 12th MARCH 2019
AGENDA.**

- 1. Apologies for absence.**
To receive any apologies for absence.
- 2. Declaration of Interest.**
To receive any known declarations of interest in items on the agenda.
- 3. Minutes of last meeting.**
To authorise the Chairman to sign the minutes of the previous meetings of the Cittaslow Committee held on the, 12th November 2018 and the 8th January 2019 as a correct record.
- 4. Reports.**
 - a) Networking meetings.
 - b) Publicity materials.
- 5. Correspondence.**
To consider correspondence received and to make any necessary decisions thereon.

Correspondent.	Purpose.	Action.
Cittaslow Secretary General.	Invitation Cittaslow International Assembly, Orvieto (Italy) June 20-23, 2019	Note.
Cittaslow Secretary General.	Cittaslow Best Practices Contest	Note.
Mrs M Shaw	Cittaslow UK Board Meeting. April 6 th 2018, York.	Consider attendance.

CITTASLOW COMMITTEE

12th JUNE 2018.

REPORT AUTHOR: Town Clerk.
SUBJECT: Shape my Town.
REPORT FOR: Information.

1. Summary.

1.1 To receive an update on the Shape my Town Project.

2. Background.

2.1. The first meeting of the Shape my Town, Town Team took place on the 11th May 2018. The members of the town team are: Cllrs Isobel Richards, Andrew Beech, Karen Edwards and Robert Lube; Phil Robinson, Mike Edwards, Phil Jones. Charlie Jones, Catheryn Johnson, Emma Davies, Louise Callister and Mel Lawrence. The team nominated Mr Phil Robinson to act as the Chair of the Town Team, with the Town Clerk acting as the secretariat.

2.2 The meeting then focused on the following:

- What is the purpose of our Town Team.
- What skills do our team members possess?
- What skills may we have to find from elsewhere?
- What is the role and responsibility of each member of the team?
- How often will our team meet, and where?
- How will our team contact and consult the wider public?
- How will we report on your progress?
- How will we ensure the team has longevity?

2.3 The Team felt that their purpose was relatively straightforward in that they were to look at preparing an appropriate plan for the future development of the town. It was suggested by Mr Phil Jones that a mission statement should be prepared, and agreed, at the next meeting to provide some direction for the activities of the team. He agreed to take this onboard.

2.4 In respect of the skills of the Town Team it was felt there were sufficient skills within the makeup of group to take forward to a Place Plan and it was not felt there was any need to buy in or pay for any external expertise. The Town Clerk advised the Team that the County Council were willing to engage with the process and input from them would be invaluable.

2.5 Moving forward, the Team agreed to defer identify and roles responsibilities of Team members to a later meeting after which time there would be a better understanding of the process and what was except of them. It was agreed that the team would initially meet monthly either at the Town Council Chamber or at the Pengwern community centre. In terms of communication it was agreed that the existing Cittaslow Facebook page and newsletter could be used to consult with the wider public as well the use of specific engagement events, similar to the Community Cafe process when needed. Here was also a need to engage with key stakeholder within the town.

2.6 It was accepted that the longevity of the team will be dependent on the input of the various members to ensure momentum going forward. This would be a key factor in determining success or otherwise of the community plan. Members agreed that they start looking at the

methodology of the Shape my Town Toolkit and to start working on the implementation a planning exercise to complete the Place Plan for the Town.

2.7 Initially the work will incorporate an analysis of three aspects of the built environment:

- Landscape: how our town sits in its surroundings
- Townscape: the character of our town and its buildings
- Streetscape: the spaces between buildings.

2.8 It was proposed that the next meeting of the Team should be a presentation from either representative from Ruthin or Mold on the experiences they have had in the preparation of a similar plan for their respective communities. The Town Clerk agreed to contact the relevant offices to see if they could attend the next meeting which would be scheduled for the 5th June.

2.9 The Town Clerk of Mold Town Council had agreed to attend the meeting but has now indicated that she could not make the original date of the meeting, therefore the meeting has now been rescheduled for the 20th June.

3. Recommendation.

3.1 That the Cittaslow Committee, as the steering group for the Place Plan process, note the progress and actions of the Town Team.

4. Reason for recommendation.

4.1 To support local community initiatives in line with Town Council and Cittaslow objectives.