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For all enquiries relating to this agenda please contact  
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**Date: 27th October 2004**

Dear Sir/Madam,

A meeting of the **Caerphilly Town Centre Management Group** will be held at the **Council Offices, Tredomen (Committee Room 1/2)** on **Thursday, 4th November** at **3.00 p.m.** to consider the matters contained in the following agenda.

Yours faithfully,

**Malgwyn Davies**  
CHIEF EXECUTIVE

#### **A G E N D A**

1. To receive apologies for absence.
2. To appoint a Chairman.
3. To appoint a Vice-Chairman.
4. To review the membership of the group.
5. To receive and note the following minutes:-  
Caerphilly Town Centre Management Group held on 11th March 2004 (Copy attached);
6. Matters Arising.
7. To discuss correspondence received from Caerphilly Town Council (Copy attached).
8. Dates for future meetings.

#### **Circulation:**

Councillors P.J. Bevan, J.E. Fussell, G.G. Hibbert, S. Kent, M.H. Newman, M.J. Prew

Mr. J. Stevens - CADW, Welsh History Monuments, Crown Buildings, Cathays Park, Cardiff  
Inspector Alan Reed – Caerphilly Police Station, Mountain Road, Caerphilly CF83 1HG

Mr. M.L. Evans – Town Clerk, Caerphilly Town Council, c/o Housing Offices, Park Lane Caerphilly, CF83 1AA

Mr. J. Couzens - Centre Manager, Managers Suite, Castle Court Centre, Caerphilly, CF83 1NU

Mrs. S. Cooper – Caerphilly Access Group, 5 Pen-y-Cae, Mornington Meadows, Caerphilly

Mr. R. Gough – GAVO, 1 James Street, Llanbradach, Caerphilly CF83 3LJ

And Appropriate Officers