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Date: 2nd February 2005

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 10th February 2005 at 3.00 p.m. to consider the matters contained in the following agenda.

Yours faithfully,

**Malgwyn Davies** CHIEF EXECUTIVE

## AGENDA

- 1. To receive apologies for absence.
- 2. To review the membership of the Management Group.
- 3. To receive and note the following minutes:-
  - Caerphilly Town Centre Management Group held on 4th November 2004 (copy attached).
- 4. Matters Arising.
- 5. To discuss correspondence received from Caerphilly Town Council (Copy of letter attached).

## Circulation:

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

Mr. J. Stephens (CADW), Welsh Historic Monuments, Crown Buildings, Cathays Park, Cardiff Ms. A. Hitchen (CRO- Gwent Police), Caerphilly Police Station, Mountain Road, Caerphilly, CF831HG Mr. M.L. Evans (Town Clerk) Caerphilly Town Council, c/o Housing Offices, Park Lane, Caerphilly, **CF83 1AA** 

Mr. J. Couzens (Manager, Castle Court Shopping Centre), Castle Court, 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