



Clerk - Whitland Town Council,  
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### **To the Councillors, Whitland Town Council**

You are summoned to attend a meeting of Whitland Town Council to be held in the Mayor's Parlour, Whitland Town Hall, Whitland, on Monday 5<sup>th</sup> November 2018, starting at 7.00pm. The business to be transacted is as set out in the agenda below.

Vicky Mitchell – Clerk

- 1. To accept apologies for absence.**
- 2. To disclose personal and pecuniary interests** in the items listed below.
- 3. To review and agree the minutes of the previous meeting** on 15<sup>th</sup> October 2018. Minutes to be signed as a true record.
- 4. Clerk's report.**
- 5. Ratify decisions made in October 15<sup>th</sup> meeting.**
- 6. To receive following information and decide further actions as required:**
  - a) Whitland Abbey ruins – Sign estimate of £365.
  - b) Toilet provision Parc Dr Owen
  - c) Wifi – report on progress.
  - d) Defibrillator – cabinet
  - e) Christmas festivities – report from committee. Decisions on Electrician contract, agreement for letters, flyer (inc printer).
  - f) Revised Standing Orders; Election and Co-option Policy; Mayoral allowance Policy. Adoption if Council satisfied with content.
  - g) Facebook administration.
  - h) Bryngwenllian – give way sign.
- 7. To discuss new items of business:**
  - a) Councillor resignation – Sian Davies.
  - b) 3 casual vacancies – current situation.
  - c) Terms of reference and membership for Policy Committee.
  - d) Financial regulations – review and adoption.
  - e) Risk assessment – review and adoption.
  - f) Asset register – review, amend and adoption.
  - g) Play sufficiency consultation CCC.
  - h) Public toilet Cross Street – usage.
  - i) Car Park behind Taf – lease clarification (Cllrs Allen and Jones)
  - j) Remembrance Service – confirm who will represent WTC – with chain of office.
- 8. To receive County Councillor's report.**

**9. To receive financial report including invoices for consideration:**

Income received:

Invoices for consideration:

Clerk's salary and expenses for October  
Suzanne Davies – 10.5 hours overtime (GDPR etc).  
John Lewis.  
Security4Wales - Enigma camera and switch on system - £398.40  
British Heart Foundation - £600.00 donation towards defib unit.  
Sarah's Newsagents – selection boxes for Christmas - £110.00 approx TBC  
St John's Cymru - £100.00 donation agreed in 1-10-18 mtg  
XLN business services CCTV line - £46.40 (TBC) direct debit  
Louise Rozhon - £50.00 direct debit for November  
Llewelyn Davies – payroll services - £23.00 direct debit  
Rob Thomas - grass cutting - £420.00 direct debit

**10. To receive planning reports:**

**Application registered:** W/37897. Change of use from storage building to holiday let. Plas Bach, Henllan Amgoed. Registered 9-10-18.

Application approved: W/37408. Extension to doctor's surgery. Meddygfa Taf.

Application approved: W/37471. Side first floor extension and rear single storey extension. 42 Maes Abaty.

**To receive correspondence for information:**

- Mid and West Wales Fire Service consultation roadshow dates.
- AGM of Canolfan Plant Sir Gar (Bandi Appeal) on 19-11-18 need RSVP by 17-11-18.
- Invitation to Dementia Friends Action Group launch event 1-2-19.
- Carmarthenshire Community and Town Council Liaison Forum (mtg 8-11-18).
- Sustainable drainage systems training events – 15/16 Nov Llandudno Jctn, 10/11 December Swansea, 12/13 December Cardiff. (mandated for new developments from 7-1-19).

**11. Items for next meeting.**

**12. To confirm date of next meeting** – 3<sup>rd</sup> December 2018, Mayor's Parlour, 7.00pm.