



Clerk - Whitland Town Council,
Estia,
Pendine,
Carmarthenshire.
SA33 4PS.

Email: clerk@whitlandtowncouncil.co.uk

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 3rd December 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 5th November 2018. Minutes to be signed as a true record.
- 4. Clerk's report.**
- 5. To receive following information and decide further actions as required:**
 - a) Whitland Abbey ruins – Revised sign estimate of £325. Sign lease if acceptable?
 - b) Wifi – report on progress.
 - c) Defibrillator – cabinet *decision to be made between 3, plus electrician/builder or fitting*
 - d) Christmas festivities report inc thanks to Davies Builders, Birch, *Anyone else for letters of thanks?.*
 - e) Bryngwenllian. *Give way placement; complaint re speeding noted in Clerk report – purchase and fit signs for gate and private lane?*
- 6. To discuss new items of business:**
 - a) Correspondence requiring Council response.
 - b) Co-option of Councillors.
 - c) Gambling licence with CCC – agree payment.
 - d) Whitland Town of Culture 2019.

Due to the sensitive nature of the business to be discussed, the following two items are dealt with as Part 2 business and, in accord with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 the press and public may be requested to leave at this point and the next section of the meeting may be conducted in private.

- e) Payment of overtime for November.
- f) Ongoing hours for Clerk and remuneration

- 7. To receive County Councillor's report.**
- 8. To receive financial report including invoices for consideration:**

Spreadsheet to be circulated in meeting of expenditure, bank balances etc. Query on outstanding cheques as mentioned by internal auditor.

Income received: none since last meeting

Invoices for consideration:

Clerk's salary and expenses for November
John Lewis salary and expenses for November.
Newhall Janitorial- -toilet rolls - £23.86
Royal British Legion - £18.50
Meurig Evans – Christmas shield - £85.22
Llewelyn Davies – audit services 2017-18 - £594.00
CCC – Gambling Act 2005 annual fee - £20.00
Tenby Observer – Christmas advert - £48.00
EDF energy – electricity for toilet - £149.22 direct debit
XLN business services CCTV line - £34.74 (*amount TBC*) direct debit
Llewelyn Davies – payroll services - £23.00 direct debit
Rob Thomas - grass cutting - £420.00 direct debit

9. To receive planning reports:

No applications received since last monthly meeting.

To receive correspondence for information:

- Understanding Welsh Places – email with brief details project 7-11-18
- Christmas the story – English Baptist Church Carmarthen performances 10th to 15th December.
- One Voice Wales innovative practice conference 2019.
- CCC local development plan annual monitoring report email 14-11-18. SA considers WTC should respond.
- St Peter's Church Carmarthen Christmas information. Email 26-11-18.

10. Items for next meeting.

Decide budget and precept in normal meeting not extra meeting? Figures to be circulated several days beforehand so they can be considered.

Grass cutting contract tender to be done. Consider an electrician type contractor as well? – save individual tenders through the year.

11. To confirm date of next meeting – 7th January 2019, Mayor's Parlour, 7.00pm.