

Clerk - Whitland Town Council,  
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Pendine,  
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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 2<sup>nd</sup> December 2019, at 7.00pm. The business to be considered 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 4<sup>th</sup> November 2019. Minutes to be signed as a true record.
- 4. Clerk's report.**
- 5. Chair's report.**
- 6. To receive following information and decide further actions as required:**
  - Christmas – update from all.
  - Whitland Abbey Working Party – terms of reference – for consideration/adoption.
  - Whitland Abbey WP – report on progress
- 7. To discuss new items of business:**
  - Financial Regulations – minor amendments (agreed by WP November, sent with agenda/draft minutes)
  - St Marys Street – fencing.
  - Tasks for handyman.
- 8. To receive County Councillor's report.**
- 9. To receive financial report including invoices for consideration:**
  - Spreadsheet to be circulated prior to meeting of expenditure, bank balances etc. Latest bank statements made available.  
Income banked:
    - £1403.82 – VAT reclaim
    - £50.00 – Welsh Water compensation
  - Invoices for consideration:
    - Clerk's salary and expenses for November
    - John Lewis salary and expenses for November
    - B+CE Holdings Ltd – pension payment
    - ICO – annual registration fee - £35.00
    - Royal British Legion – wreath - £18.50
    - Boyd Sport and Play – tennis equipment - £884.40
    - Abba Loos –final invoice - £tbc – pay online after agreement in meeting
    - EDF energy – electricity for toilet - £22.00 direct debit
    - Welsh Water – water supply for toilet - £23.00 direct debit

- XLN business services CCTV line - £41.93 direct debit
- Llewelyn Davies – payroll services - £23.00 direct debit
- Rob Thomas - grass cutting for month - £480.00 direct debit

10. **To review preliminary budget proposals from Finance Working Party** (including decisions on Mayoral Chain and Wifi provision)

11. **To receive planning reports:** none by date of agenda.

12. **To receive correspondence for information:**

Summary title	Received	Forwarded to Cllrs
St Peter's Church Carmarthen Christmas Fayre 23-11-19	6-11-19	6-11-19
St Peter's Church Carmarthen community Christmas concert 8-12-19	6-11-19	6-11-19
<b>CCC Local Development Plan draft</b>	<b>6-11-19</b>	<b>6-11-19</b>
<a href="#">Small business Saturday 7-12-19</a>	8-11-19	13-11-19
<a href="#">Local Govt and Elections (Wales) Bill</a> written statement and <a href="#">actual Bill</a>	18-11-19	19-11-19

12. **Items for next meeting.**

13. **To confirm date of next meeting** – Monday 6<sup>th</sup> January 2020, Mayor's Parlour, 7.00pm