



Minutes of the Whitland Town Council meeting held on 2<sup>nd</sup> December 2019

Cllr Chapman welcomed everyone to the meeting

**Present:** Cllr Barry Chapman (Chairman); Cllrs Sue Allen, Ffion Scourfield, Gabriela Poore, Mathew McDowall, Len Shipton, Jenny Davies-Scourfield, Dave Walsh-Gibbon, Richard Davies, Ron Jenkins MBE.

**1. Apologies for absence:** Apologies were received from Cllrs Rob Morgan and Raymond Jones.

**2. Disclose personal and prejudicial interests in the items to be discussed.** Cllr Allen stated a personal interest in the item of planning.

**3. To review and agree the minutes of the previous meeting** on 4<sup>th</sup> November. With one typographic alteration these were accepted as a true record – proposed Cllr Poore and seconded Cllr Davies-Scourfield and accepted by all. The minutes of the most recent Christmas committee on 26<sup>th</sup> November were also provided, and it was stated that these had been agreed by that committee as correct. These were also therefore accepted by the Council – proposed Cllr Chapman and seconded Cllr Allen.

**4. Clerk's report.** This had been previously circulated. A query on the tennis court project was raised which was and answered by the Clerk.

**5. Chairman's report.** This had been previously circulated. There were no queries raised.

**6. To receive information on the following topics and decide further action as required:**

**Christmas event.** A summary report had been circulated. Numbers for children who went to see Santa would be confirmed with MenterGSG. It was stated that a resident had offered to provide a couple of donkeys that could be involved for next year. The outdoor market traders had been pleased with the event and felt the grouping in one place provided a good atmosphere. It was also stated that the local pubs had been full afterwards. There had been an issue with the publicity to businesses going out late, so next year it was agreed that better and more timely communication was important. It was also agreed that there were perhaps too many events in a short space of time which was reducing the impact of all of them. Some potential stallholders could not attend because the event clashed with a prior booking so perhaps altering the date of event would be beneficial: consider a Friday evening because that might be more popular, and perhaps hold the event at least a week earlier. The Clerk would obtain up to date information from CCC on the costs and any concerns or issues they, the police or other emergency services might have for clarification. A letter would go out shortly

Signed by Chair

Date

to all relevant businesses offering an invitation to a meeting with their representatives in the New Year with the aim of working with them for any event next year.

**Whitland Abbey Working Party – terms of reference.** These had been circulated. They were agreed for adoption.

**Whitland Abbey Working Party report** on progress and draft leaflet. A report on the recent meeting had been circulated. The leaflet draft was provided for review in the meeting and would be circulated to all for comments by the end of the week. A final version would then be sent for translation, and it would be produced. It was stated that the map from CADW was required to establish the boundaries of where activities could not be carried out without their permission – the Clerk would chase up on this. The Working Party had generated a lot of ideas but preferred to wait for grant funding to be sourced before starting work – they hoped that they would source funding that would accept volunteer work as at least partial match-funding.

#### **7. To discuss new items of business:**

**Financial Regulations.** The updated version had been circulated. It was stated that these had been reviewed by the Policy Working Party and approved by them. The Financial Regulations were formally approved by all – proposed Cllr Scourfield and seconded by Cllr Davies-Scourfield.

**St Mary’s St fencing.** Cllr Shipton had spoken to a number of residents, and they had expressed concern over the safety of it (one panel had fallen at one point causing damage) and also dislike at the noise it made in the wind because it was not secured solidly. It was stated that the owner was not willing nor could be compelled to make repairs, ensure it was fully bolted down or move the fencing themselves, because it was adequate for their needs currently. The Council would be able to carry out changes including e.g. moving it further from the road and path, with agreement of the owner, but they would want to ensure that all safety concerns about the newly available land were addressed. After discussion it was agreed by all that the Council should seek this permission, and carry out the work providing they received it – proposed Cllr Shipton, seconded Cllr Allen.

**Tasks for handyman.** This had been raised the previous month as an item to consider. The Clerk stated that the handyman carried out various repairs around the town as needed, after checking with the Clerk. Should any Cllr see something that could be done, they should inform the Clerk.

#### **8. County Councillor’s report.**

Cllr Allen provided this at the start of the meeting, and Cllr Allen took the meeting through it briefly. She also summarised the recent meeting with Network Rail and CCC representatives regarding the potential for car parking and a footpath using the redundant sidings. After considerable discussion it was agreed that whilst it would be useful to have the extra parking the initial cost to have the project assessed by Network Rail was high, plus there were serious concerns about the unknown size of the legal costs that the Council would have to cover. Other places had taken on land from Network Rail for various purposes – these would be investigated to see if they provided any useful information for Whitland. Car parking and its provision would be a specific topic for discussion in January.

Signed by Chair

Date

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

A spreadsheet was circulated of income, expenditure, bank balances etc. Latest bank statements were 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
- Alan Jenkins – flowerbed management - £140.00
- Abba Loos – final invoice - £18.00 – 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

The above invoices and payments were agreed by all.

**10. To consider preliminary budget proposals, including Mayoral chain and Wifi provision.**

Figures had been previously circulated regarding the costs for continuing the Wifi in the town beyond November 2020. These were discussed in detail by all. It was then put to a vote and by a majority it was agreed to not extend the Wifi contract beyond November 2020. The Clerk would inform the provider in due course. The potential replacement of the Mayoral chain was then considered, as if it was purchased it would be a significant part of the budgeted expenditure next year. It was stated that the regalia was an important indicator of the status of the Mayor in the town. No suitable alternatives to those previously provided by the Clerk had been found. It was therefore agreed that the budget proposals provided to the Council in the next meeting should include the previously preferred chain as an option, with figures available for the budget and precept both with, and without it.

Cllr Allen left the room at this point and took no part in the following item.

**11. To receive planning reports:**

**W/39874.** Non material amendment to planning application W/36569 (previously agreed) – alterations of window style used. There were no objections.

Cllr Allen returned to the room and took full part in the remainder of the meeting.

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

- St Peters Church Carmarthen Christmas Fayre and community concert.
- CCC Local Development Plan draft
- Small business Saturday on 7<sup>th</sup> December.
- Local Government (Wales) Bill information.

Signed by Chair

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- One Voice Wales monthly bulletin.
- Consultation on commencing socio-economic duty information.

**13. Items for next meeting:**

Budget and Precept.

Car parking in Whitland – land situation.

**14. Date of next meeting** – This was confirmed for Monday 6<sup>th</sup> January 2020, Mayor's Parlour, starting at 7.00pm.

There being no further business, the meeting closed at 9.00pm.

Signed by Chair

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Date

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