



Minutes of the meeting of Whitland Town Council held on 1st July 2019.

Present: Cllrs Barry Chapman (Chair), Richard Davies, Mathew McDowall, Jonathan Blandford, Gabriela Poore, Raymond Jones, Len Shipton, Rob Morgan and County Cllr Sue Allen. Also present were two members of the public.

Cllr Chapman welcomed everyone to the meeting, and stated that he was pleased to see members of the public in attendance. He reminded them that they were not permitted to join in the deliberations of the Council during the meeting. He also stated that the role of the Clerk included providing legal and other advice to the Council, carrying out the decisions of the Council and being responsible for the financial and legal records for the Council which included the minutes and accounts. Finally he stated that he apologised for his actions in the previous meeting that had potentially breached the Code of Conduct: this had been an error and after discussions with the Clerk he acknowledged that.

Accept apologies for absence: These were received from Cllrs Ron Jenkins MBE and Ffion Scourfield.

Disclose personal or prejudicial interests in the items below. Cllr Chapman declared an interest in the items on Whitland Week and the lottery licence on the basis he was on the Whitland Week committee, and one item of planning on the basis he was on the same committee as the individual concerned. Cllr Shipton declared an interest in the item on selection of solicitors on the basis of personal relationship with an employee of a potential firm.

Review and agree the minutes of the previous meeting on 4th June 2019. These had been previously circulated. All confirmed they agreed with them and they were duly signed – proposed by Cllr Allen, seconded by Cllr Poore.

Clerk's report. This had been previously circulated. It had been previously stated by the Clerk that the lease for the Whitland Abbey ruins had been signed.

Chairman's report. This had been previously circulated. The Chairman highlighted the potential interest in twinning with another town in Carmarthenshire who also had a Chamber of Trade - this would be considered at a later date. He also stated that Narberth and Whitland Rotary Club would be organising a litter pick in the centre of town with pupils from Ysgol Llys Hywel on 17th July, starting at 11.00am. CCC could provide the relevant equipment.

To receive the following information and decide further actions as required:

Signed by Chair

Date

Whitland Town of Culture. The Radio Cymru broadcast had been postponed. The plans for the August Bank Holiday walk were coming together and it would be promoted on Facebook and otherwise by the Clerk. The exhibition in the Memorial Hall would be open from Sunday 18th to Monday 26th August. Cllr Poore was gathering memorabilia for it.

Casual vacancies. One person had put themselves forward for co-option. Their application was circulated in the meeting and discussed, and it was unanimously agreed to co-opt Mrs Jennifer Davies-Scourfield to Whitland Town Council. The Clerk would arrange for her to sign her declaration of office as soon as possible and would inform CCC.

Christmas lights tenders. A report giving the various tenders that had been received had been circulated. The various options were compared and discussed, and it was agreed that the Clerk should go back and discuss with the contractor who was nearest to the preferred price as to whether they would install and manage the Council's own lights rather than use their own for the trees. Proposed by Cllr Chapman and seconded by Cllr Morgan.

Trevaughan area. A report had been previously circulated. After considerable discussion it was agreed that Cllr Shipton should endeavour to get in touch with the lady in Cardiff he mentioned and report back. In the meantime no further work should be done on that area barring maintenance such as grass cutting which was included in the current contract.

Streetlights. A report on the current project proposal from CCC had been previously circulated along with their letter of explanation. A lengthy discussion ensued regarding the costs of having the lighting replaced, and why WTC were now expected to pay when previously they had not paid for updated lighting. A vote was taken and the majority of those present were in favour of not taking up the offer.

One Voice Wales model complaints protocol. This would be considered in the September meeting.

Donation Policy. This had been considered in the last meeting, and minor revisions requested to take into account potential match funding. Those had been made, and the revised policy agreed by the Policy Working Party. It was agreed to adopt the policy – proposed by Cllr Poore and seconded by Cllr Allen.

Wifi. The Clerk reported that the Council now had access to the website for statistical data and reports. She also passed out the stickers needed to go in shop windows to advertise that Wifi was available.

To discuss new items of business:

Cllr Chapman left the room at this point and Cllr Davies took the Chair.

Whitland Week. The Clerk had circulated a list of the events for the information of the Council. It was agreed that it was up to the Chairman in his capacity as Mayor to attend what he chose to and was able to, once the official invitations had been received by the Clerk. The President of the Week was the most important person, and it was acknowledged that allowances had to be made for a Whitland Town Council Chair/Mayor who worked. If the Chairman was not able to attend an event, then the option of attending could be passed to the Deputy Chairman if he was willing and able.

Signed by Chair

Date

Lottery registration. The Clerk stated that this was not currently used by WTC, although they had the legal and reporting responsibility for it. It was used by the Whitland Week Committee. It was agreed after discussion that it was important that this Council support Whitland Week, and so rather than maintain the licence, the Council would make a donation of £20 to Whitland Week. Proposed by Cllr Allen seconded by Cllr Shipton.

Cllr Chapman re-entered the room and resumed the Chair.

Wooden map. The Clerk stated that this map had been removed from the old Natwest site to make way for the new Play map. After discussion it was agreed it should go on the fencing near where the new bench would be located. Proposed Cllr Allen, seconded Cllr Poore. The Clerk would arrange for this to be done.

Zebra crossing. Cllr Allen stated that she was requesting a resurfacing of St John Street because the recent work had only been top dressing and was not adequate in the long-term. She advised that any proper resurfacing could possibly include a raised hump or crossing platform similar to that at the school to slow down traffic. This may be undertaken more quickly than a zebra or pelican crossing both of which require lights. Nevertheless Cllr Allen will ask CCC for a zebra or pelican crossing.

Chairman/deputy chairman succession. This would be considered in the September meeting.

Cllr Shipton left the room at this point

Cemetery update. The Clerk stated that Nasareth had appointed Redkite as their solicitors. After discussion it was agreed that the Clerk should obtain quotes from several firms for the legal work, and could then appoint one to act on behalf of the Council in this matter.

Cllr Shipton re-entered the room and took full part in the remaining business.

County Councillor's report. This had been previously circulated. Cllr Allen highlighted the details of the Swansea Bay City Deal Project. She also highlighted the information from the police on County Lines and provided information that could be placed on Facebook. She raised the resurfacing of the tennis court using s106 monies, and stated she was investigating what funds could be provided for this. It was agreed that WTC was in favour of this, and that the Clerk be delegated to obtain quotes for the work to be done and proceed should the funding be provided. Proposed by Cllr Davies, seconded by Cllr Poore.

Cllrs Morgan and Blandford left the meeting at this point.

Financial report and invoices for consideration. The new style financial report was circulated to all in the meeting and examined. The invoices were considered and agreed for payment.

- Clerk's salary and expenses for June
- John Lewis salary and expenses for June
- Pension payments for June
- HMRC – tax for quarter - £1079.65
- SSE Energy – Christmas lighting - £134.29
- Mayoral civic service - £357.50
- Natwest payment fee - £0.40
- MW Electrical services – removal of connection above butcher's - £74.00

Signed by Chair

Date

- Abba Loos –May - £120.00
- EDF energy – electricity for toilet - £31.00 direct debit
- XLN business services CCTV line - £39.48 direct debit
- Llewelyn Davies – payroll services - £23.00 direct debit
- Rob Thomas - grass cutting for month - £480.00 direct debit

Planning reports:

Cllr Chapman left the room at this point and Cllr Davies took the chair.

W/38976. Shed replacement, Bryngwenllian. Photographs of the shed were circulated and excerpts from the application were read out. After discussion it was agreed that the Clerk should express concerns from the Council that the footprint of the new shed was larger than the old, and that the visual impact of it did not match the area. They requested that the planks and other debris left from the work be removed for safety reasons, but were pleased that it was stated the shed would not be used for business purposes.

Cllr Chapman re-entered the room and resumed the Chair. Standing orders were suspended in order to complete the business listed on the agenda.

Full granted: **W/38858.** Demolition of existing single storey rear extension, replaced with new single storey rear extension and internal alterations. 18 Lon Hywel, Whitland.

Correspondence for information.

- One Voice Wales regional meeting in Burry Port 11th July 2019.
- Our Future Wales launch.
- Carers’ survey.
- Hywel Dda UHB trauma services consultation.
- CCC hedgecutting review.

Items for next meeting:

- Clerk’s appraisal report
- Chairman/deputy chairman succession.
- One Voice Wales model complaints protocol.

To confirm the date of next meeting: Monday 2nd September 2019, Mayor’s Parlour, 7.00pm.

There being no further business to be transacted, the meeting closed at 9.15pm.

Signed by Chair

Date
