



Minutes of the meeting of Whitland Town Council held on 7th May 2019.

Present: Cllr Barry Chapman (Chair), Ron Jenkins MBE, Richard Davies, Mathew McDowall, Jonathan Blandford, Gabriela Poore, Ffion Scourfield and County Cllr Sue Allen.

Cllr Chapman welcomed everyone to the meeting.

1. To accept apologies for absence. These were received from Cllrs Raymond Jones, Len Shipton and Rob Morgan.

2. To disclose personal and pecuniary interests in the items listed below. Cllr Allen declared a personal interest in an approved planning item, noted below. Cllr Jenkins MBE declared an interest in a donation request under new items of business, as a member of the group.

3. To sign minutes of the previous meeting on 1st April 2019. These had been previously circulated. They were accepted as a true record and duly signed – proposed by Cllr Davies, seconded by Cllr Scourfield and agreed by all.

4. Clerk's report. This had been previously circulated. The annual newspaper week advert had been agreed. The Clerk raised a query as to payment of legal fees for the transfer of Nasareth Cemetery – it was discussed and agreed that these should all be paid by Nasareth Chapel. All other matters were accepted or discussed further in the rest of the meeting.

5. Mayor's report. Cllr Chapman provided a summary of the activity and invitations received over the last month, and highlighted ones that were upcoming. It was agreed who between the Mayor and Deputy Chair who should attend various events that clashed.

6. To report on matters arising from previous minutes and decide further action as required.

- Wifi update. Cllr Allen would chase up on the digital champion training and report back to Council on that and the Wifi usage so far in future meetings.
- Whitland Town of Culture. Cllr Poore stated that the brochure text and various images for potential use had been supplied to the newspaper. It was hoped that the brochure would be produced within the next fortnight. Cllr Chapman expressed the thanks of the Council to Cllr Poore and the Clerk for all the

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work that had gone into this. Cllr Scourfield suggested that events included in the brochure could also be publicised throughout the year on Facebook – it was agreed that the Clerk should do this.

- Training. Training in the use of the defibrillator had been attended by Councillors. It was agreed a further training session open to the public would be arranged for the summer.

7. New items of business.

- Casual vacancy. A casual vacancy had arisen due to the non-attendance of a Councillor at meetings. CCC had been informed, the opportunity to request an election notice had been published, and it was agreed that the Council would proceed to fill the two vacancies by co-option if no election was requested.
- Mayor-making ceremony. Cllr Chapman summarised the current position. The civic ceremony would be held on Sunday 2nd June, with approximately 150 people invited. The Chair of CCC would be asked to say a few words, and refreshments afterwards would be provided in the Town Hall. Cllr Allen requested that all Councillors should receive formal invitations to the ceremony this year and in the future.
- Mayoral chain. All of the links have been engraved with the names of previous Chairs. The Clerk is obtaining quotes from the original manufacturer for the options to extend the chain.
- Complaint letter. This had been received just before the last meeting. The contents were noted.
- Insurance renewal. The current insurers had provided a quote for the coming year. The Clerk was obtaining comparative quotes. It was agreed the Clerk could compare the different quotations received and go ahead with the best value product.
- Bryngwenllian toilet – grass issues. This had been reported since the last meeting, but the situation had been resolved.
- Post box review. Cllr Chapman stated that he had met an area manager who proposed that the redundant box at the Grosvenor be stopped up, the box at the station be stopped up and painted black and gold as a heritage item, and that the box outside the old Post Office on King Edward St be removed. A new box would be located in proximity to the current Post Office facilities, all subject to CCC planning permissions being received. No timescales were provided for this.
- Christmas lights / PAT testing etc. Cllr Poore stated that CAVS could provide a cost-effective PAT testing system for hire. She suggested that all the Christmas lights and trees be gathered into one place, so that a stock take of viable items be done prior to starting planning for next Christmas. Cllr Chapman would access the electricians in Penderi Furniture to confirm whether the lights on the nearby tree were working.
- Electrical supply on Colin Harries' butchers. Cllr Jenkins MBE confirmed that this had been in place for many years, and had been installed by WTC. It was agreed that the Clerk should ask the Council electrician to remove it.

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- Boots issues. The Clerk had previously circulated her report on the meeting with Boots management over issues raised by some residents. It was agreed the Clerk should approach the practice manager of Meddygfa Taf Surgery to find out which pharmacies were used by patients and ensure these were all listed on the Council website.
- Finance Working Party proposal. This was discussed and agreed, with membership also agreed. The Clerk would draw up terms of reference for agreement at the next meeting.
- Donations request from Hoelion Wyth. Cllr Jenkins declared a personal interest and took no part in this discussion. It was stated that the Council had no budget for donations this year, and so would have to decline this request. The Clerk would send a letter informing them of this. A donations policy for future use had been drafted by the Clerk and would be considered in the next meeting of the Policy Working Party.
- Donation request – Carers Trust Crossroads Sir Gar. It was stated that the Council had no budget for donations this year, and so would have to decline this request. The Clerk would send a letter informing them of this.
- Dyffryn Taf English Award. This was discussed and it was agreed the Clerk should seek clarification on it from the school.
- BBC Radio Cymru Town of Culture Whitland item. There was no further news on this. The Clerk would follow up and update the Council.

8. County Cllr's report. This had been previously circulated. Cllr Allen highlighted the new Head Teacher for Ysgol Llys Hywel and that CCC had appointed a new Chief Executive, as well as the Rural Affairs Task Group meetings that she had attended.

9. To receive the financial report including invoices for consideration.

A spreadsheet was circulated in the meeting of the current expenditure against the allocated budget headings, as well as the latest bank balances. The following invoices were agreed for payment:

Clerk's salary and expenses for April.
 John Lewis salary and expenses for April.
 B+CE Holdings Ltd – pension payments for staff – direct debit
 Abba Loos –March and April - £258.00
 Newhall janitorial – toilet rolls - £23.86
 Security4 – CCTV annual maintenance - £216.00
 W3Webdesigns –annual hosting and domain name renewal fees - £79.00 +
 £25.00 total £104.00
 SLCC conference attendance for Clerk - £108.00
 Llewelyn Davies – payroll additional costs - £64.00
 Cllr Chapman – Mayoral donations - £200.00
 CCC – Wifi pilot second payment - £2456.21
 DPbuilding supplies – replacement toilet valve - £15.40
 EDF energy – electricity for toilet - £20.00 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

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The above were accepted and agreed by all, proposed by Cllr Blandford and seconded by Cllr Jenkins MBE.

10. To receive planning reports.

W/38667. Change of use of ground and first floor storage to 2 flats. 16 John Street, Whitland. No objections were raised.

W/38711. Erection of garage (partially in retrospect). Llwynbedw, North Road, Whitland. No objections were raised.

W/38717. Prior notification – agricultural building – portal framework over existing concrete yard. Alltybailey Farm, Velfrey Rd., Whitland. No objections were raised.

W/38718. One residential dwelling (local needs) Land adjoining Sparrows Nest, Whitland. No objections were raised.

W/36569. Change of use from overspill accommodation at Penycoed Uchaf to an independent dwelling and associated amenity area, parking and access. Barn at Penycoed Uchaf, Whitland. Full granted. Cllr Allen declared a personal interest in this item.

W/38418. Factory extensions and modified car parking arrangements. Units A+B, London Rd Ind. Estate, West St., Whitland. Full granted.

W/38482. Change of use from domestic garage to B2use (no end user) ground floor and B1 (office) first floor. 25 St Marys Street, Whitland. Full granted.

11. To receive correspondence for information:

- Thank you letter from Whitland YFC for donation.
- Planning Aid Wales event – Carmarthen 1st May
- Managing green spaces workshop 29th June National Botanic Garden for Wales. It was agreed that Cllr Poore and the Clerk should attend.
- Police – an up to date list of Cllrs and Clerk requested.
- PCC LDP additional candidate site consultation.
- St Peter’s church Carmarthen – Tesco bags of help. It was agreed that this should be advertised on Facebook.

12. Items for next meeting.

- Dog waste in Whitland.
- Boots update
- Trevaughan area update and future use.
- Velfrey Road surface condition.
- Streetlights to be considered in July meeting after the CCC tcc liaison forum in June

13. To confirm the date of the next meeting. This was agreed for Monday 3rd June at 7.00pm in the Mayor’s Parlour.

There being no other business the meeting closed at 9.00pm.

Signed by Chair

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