



Present: Cllrs Barry Chapman (in the chair), Len Shipton, Jenny Davies-Scourfield, Gabriela Poore, Rob Morgan, Richard Davies, Ffion Scourfield, Raymond Jones and County Cllr Sue Allen.

1) Apologies for absence: these were received from Cllrs Ron Jenkins MBE and Mathew McDowall.

2) Disclose personal and pecuniary interests in the following items. Cllr Allen declared an interest in one item of correspondence which had been provided for information.

3) To review and agree the minutes of the previous meetings on 1st July and 26th July 2019. Cllr Shipton raised queries on the Whitland Week event listing. It was stated that this had been an agenda item because the Mayor was representing the Council in attendance at these events. It was also noted by Cllr Shipton that the minutes did not record him returning to the meeting - this would be amended. Regarding the resignation noted in 26th July meeting, it was stated that the resignation had been properly received and acknowledged at a full Council meeting. The staffing committee minutes from June would be circulated to Cllrs. The minutes were then duly signed, proposed by Cllr Allen and seconded by Cllr Jones (1st July) and proposed by Cllr Davies-Scourfield and seconded by Cllr Poore (26th July).

4) Clerk's report. This had been previously circulated. The Clerk requested a decision from the Council on whether searches should be carried out for the Nasareth transaction – it was agreed by Council that they should be done (proposed Cllr Davies-Scourfield, seconded Cllr Poore). It was also agreed to negotiate the reimbursement of solicitor's fees as things progressed with Nasareth with the Clerk authorised to make necessary payments. Regarding the tennis court Cllr Davies-Scourfield suggested that a skatepark might be a suitable use for the money. It was stated by Cllr Allen that the Council had received several requests for the tennis court to be renovated over the years, and Cllr Morgan stated that once refurbished the court could be used all year round e.g. for training purposes for other sports.

5) Chair's report. The Chairman read out his report for activities over the summer period. He included his personal thanks to Cllr Poore for all her efforts towards the Memorial Hall exhibition, which had been a great success.

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

- Whitland Town of Culture events. Cllr Poore stated that the exhibition had been very popular, and that it could not have happened without the help of all those who lent memorabilia for it. The Bank Holiday Monday walk had gone well, although the numbers were not as high as had been hoped. It had included an excellent talk on

Signed by Chair

Date

Whitland Abbey at the site. The Tabernacl event on 27th September, and also the talk about Whitland Abbey by Dyfed Archaeological Society in October were drawn to the attention of the Council.

- Christmas committee report. Cllr Chapman summarised progress and stated that the next meeting was in four days' time, when further arrangements and details would be discussed. A representative from Menter Iaith Sir Gar had been invited to join the group and work with them on the event.
- Trevaughan area. Cllr Shipton informed the Council that the land owner had stated to him that she has no intention of registering it, or doing anything with it. Some ideas for community use were raised, and it was agreed this would be considered in more depth in the next meeting.
- One Voice Wales complaints protocol. Cllr Chapman summarised the situation, stating that this was a protocol provided by One Voice Wales to manage minor complaints at a more local level. It was agreed to adopt it – proposed by Cllr Allen and seconded by Cllr Poore.
- Wifi report. Cllr Allen provided a verbal report to the meeting of usage and trends: evidence showed that a high proportion of local users were accessing the wifi, and for instance in July 642 individual users accessed the website at least once.
- Chair/deputy chair succession. After discussion it was agreed that the deputy chair of the Council would normally become the Chair the following year, unless there were specific reasons for that to not happen in any given year.

7) To discuss new items of business.

- The Chair stated that the item on co-option had been omitted by accident from the circulated agenda, but with Council's approval could be considered here. This was agreed by all. The Clerk duly circulated the information provided by the candidate. This was reviewed and discussed, and it was then agreed unanimously to co-opt the candidate. The Clerk would inform them accordingly and organise the paperwork.
- Parc Dr. Owen broken concrete. Cllr Allen summarised the issue. It was agreed that the Council handyman was busy and that the Council did not wish to stray into repairing or managing what was not their responsibility.
- OAP workshop. Cllr Chapman summarised the upcoming changes regarding the Post Office Card Account and various benefit and pension payments. Council were in favour of support in the form of workshops/drop-ins to help those affected by this, and the poster and other publicity would be in accordance with copyright and legal or other requirements e.g. regarding logo use.
- Telephone kiosk St John Street. BT had proposed that this should be removed. There were no objections from the Council. The Clerk would pass on this view.
- Code of Conduct training materials. Training materials had been received from CCC, and circulated for all to review prior to the meeting. These were discussed, and the Clerk requested to report back accordingly to CCC.
- Potential funding for railways sidings car park. Information on this had been circulated prior to the meeting. It was agreed the Clerk should make an application for funding.

It was agreed by all that that due to the potentially sensitive nature of the business to be discussed, the following item was dealt with as Part 2 business and, in accord with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972, that the press and public were not present during this section of the meeting.

- Clerk's appraisal report. Cllr Chapman gave a summary of the appraisal meeting of the staffing committee three days before and the recommendations made in it, and this was accepted by Council.

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8) **County Councillor's report.** This had been circulated prior to the meeting. Cllr Allen highlighted the issue with blue bag provision, and it was agreed the Clerk should write on behalf of the Council requesting that they be available locally for residents in Whitland to pick up.

9) **Financial report including invoices for consideration.**

The summary report had been previously circulated, along with a list of the current regular payments. Cllr Davies-Scourfield requested clarification on various items and the format of the report. The potential for changes would be discussed between the Clerk and the finance working party.

The Clerk stated that the external audit report had been received in the last week, and the Council had received an unqualified audit, with no comments, which the Council was pleased to hear. The Clerk also requested that the payments to Abba Loos henceforth be allowed electronically because the contractor had had cheques, including one from the Council, go missing in the post. This was agreed by all.

The invoices listed were accepted by all – proposed Cllr Poore, seconded Cllr Davies.

Clerk's salary for August and expenses for July and August
John Lewis salary and expenses for August
B+CE Holdings Ltd – pension payment
DP Building supplies – paint for phone box - £13.99
Defib store – alarm/keyfob for defib box - £36.00
Newhall Janitorial – toilet rolls/mop head - £37.58
Cricket Club – s106 for trees - £186.00
Abba Loos – August invoice - £138.00, Sept invoice £132.00
EDF energy – electricity for toilet - £31.00 direct debit
Welsh Water – water supply for toilet - £23.00 direct debit
XLN business services CCTV line - £40.68 direct debit
Llewelyn Davies – payroll services - £23.00 direct debit
Rob Thomas - grass cutting for month - £480.00 direct debit

Paid under delegated powers by Clerk:

Abba Loos outstanding payment £135.00 (lost cheque, missed VAT) online
payment 15-7-19

Clerk salary for July
John Lewis salary for July
B+CE Holdings Ltd – pension payment
Tindle newspapers – Whitland Week advert - £49.44
David Ogilvie Engineering – war horse bench - £1260.60
EDF energy – electricity for toilet - £31.00 direct debit
Welsh Water – water supply toilet £23.00 each month direct debit (July+August)
XLN business services CCTV line - £40.68 direct debit
Llewelyn Davies – payroll services - £23.00 direct debit
Rob Thomas - grass cutting for month - £480.00 direct debit.

It was noted that the Council has received a donation of £1050.50 from the Memorial Hall and the ex-Servicemen's Association towards the seating bench. The Council had also received £20.00 compensation from Welsh Water.

Cllr Morgan left the meeting at this point.

10) **To receive planning reports.**

Signed by Chair

Date

W/38976/PA. Shed replacement, Bryngwenllian. This had been fully granted.

W/39145/PA. Conversion of former Natwest Bank into a nursery and daycare centre. This had been fully approved.

10) To receive correspondence for information:

- One Voice Wales training calendar September to December.
- Welsh Govt national planning framework consultation, plus Planning aid Wales FAQ document.
- Carmarthenshire energy survey (rural transport needs).
- CCC polling staff recruitment.
- Local Boundary Commission for Wales final recommendations for Carmarthenshire.
- Dyfed Police and Crime Panel annual report 2018-19.
- Hywel Dda open day Wednesday 4th September – details provided for information. Cllr Allen declared an interest in this.
- Letter for information from a resident regarding an incident on the Abbey byway route

In addition the Clerk brought two requests for donations to the meeting. It was agreed the Clerk should respond to both to say no donations were being made this year.

The Chairman then took the opportunity to request that all Cllrs aim to read all documents sent out prior to the meeting, and that queries if possible be raised beforehand with the Clerk to avoid any delays in decision-making, and to keep the busy meetings productive.

12) Reports from Cllrs and Items for the next meeting:

- It was asked whether the bin adjacent to the new bench could be relocated – Cllr Allen would contact CCC, who owned it, regarding this.
- It was stated that the recycling bins behind the Co-op had been overflowing for several days. Cllr Allen would report this to CCC as a concern.
- Defibrillator training. The Clerk would follow up on this and report back to Council.
- Potential Abbey working party. This would be discussed and members appointed.
- Future financial planning – the Finance working party would be meeting in early October, and would welcome Cllrs' input of ideas for potential future priorities etc. to consider.

13) Date of next meeting. This was agreed for Monday 7th October, in the Mayor's Parlour, starting at 7.00pm.

There being no other business, the meeting closed at 9.10pm.

Signed by Chair

Date
