

Clerk - Whitland Town Council,  
Estia,  
Pendine,  
Carmarthenshire.  
SA33 4PS.  
Email: [clerk@whitlandtowncouncil.co.uk](mailto:clerk@whitlandtowncouncil.co.uk)

### **To the Councillors, Whitland Town Council**

You are summoned to attend a meeting of Whitland Town Council to be held remotely via Zoom, on Monday 17<sup>th</sup> August 2020, 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 welcome new Councillor.**
3. **To disclose personal and pecuniary interests** in the items listed below.
4. **To review and agree the minutes of the previous meeting** on 20<sup>th</sup> July 2020 and Annual meeting of 22<sup>nd</sup> June 2020. Minutes to be signed as a true record.
5. **Clerk's report.**
6. **Chair's report.**
7. **To receive following information and decide further actions as required:**
  - Trevaughan – update on current situation. Decide upon gate for public access.
  - Trevaughan – sponsored trees booked on February – consider re-allocation within public areas in Whitland.
  - Whitland Abbey update.
  - Receive any feedback on seating on St Johns Street.
  - Cross St toilet drainage and door – receive quotes, decide upon contractor for both tasks.
8. **To discuss new items of business:**
  - Consider adoption of revised donation and community projects policy.
  - Proposed meeting with Whitland Week Committee regarding Whitland Carnival. To consider what WTC could provide for this. To consider who attend meeting as WTC representative.
  - Protocol between County Cllrs and Town Councillors. Clarification on roles and how they interact/support each other.
  - Whitland Town Council owned/managed trees. To consider requirements for / contracting for a tree survey for H+S and insurance purposes. To carry out any urgent work required that is highlighted by it.
  - Cllr training – OVW topics starting September. To consider take up of potentially free spaces.
9. **To receive County Councillor's report.**
10. **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:

Invoices / contractual commitments:

- Clerk's salary and expenses for previous month
- John Lewis salary and expenses for previous month

- B+CE Holdings Ltd – pension payment
- Extreme Clean – deep clean toilets - £300.00
- Davies Builders – playground repair materials - £18.47
- Hags-Smp Ltd – playground repair materials - £72.00
- Whitland Abbey lease - £150.00
- EDF energy – electricity for toilet - £33.00 direct debit
- Welsh Water – water supply for toilet - £20.50 direct debit
- XLN business services CCTV line - £71.33 direct debit
- Llewelyn Davies – payroll services - £23.00 direct debit
- Rob Thomas – grass cutting - £480.00 direct debit

**11. To receive planning reports:**

PL/00130. Non material amendment to W/35881 to step back the extension on the first storey by 150-200mm. 14 Lon Hywel, Whitland. SA34 OBE. Registered 4-8-2020.

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

<b>Summary title</b>	<b>Received</b>	<b>Forwarded to Cllrs</b>
People speak up email	21-7-20	22-7-20
Denmark Street Big Band – email	22-7-20	22-7-20
Welsh Govt – National strategy for flood and coastal erosion risk management in Wales	22-7-20	22-7-20
Connect Cymru launch	20-7-20	22-7-20
CCC – town infrastructure planning post covid-19	22-7-20	26-7-20
Carmarthenshire Fisherman’s Federation – letter to Welsh Govt	15-7-20	26-7-20
Police Crime Comm Annual Report	28-7-20	28-7-20
County Cllr email + protocol County/TCCs (see agenda item above)	28-7-20	28-7-20
Welsh Govt – coronavirus news bulletins	31-7-20	3-8-20
DWP information email	3-8-20	3-8-20
OVW training	3-8-20	3-8-20
Hywel Dda CHC newsletter	4-8-20	4-8-20
Network Rail overnight closure of level crossing 10pm 1-9-20 to 6am 2-9-20	4-8-20	4-8-20
Cymru Older Peoples Alliance – survey	5-8-20	5-8-20
Planning Aid Wales newsletter	5-8-20	5-8-20
CCC Tourism newsletter	7-8-20	9-8-20
CCC Planning change – information on new system	10-8-20	10-8-20

**12. Items for next meeting.**

**13. To confirm date of next meeting** – Monday XX 2020, remotely via Zoom, 7.00p.m