



20-05

**Minutes of the meeting via Zoom of Whitland Town Council held on 20<sup>th</sup> July 2019.**

*(POST MEETING NOTE – It has been noted by the External Auditors – Grant Thornton, that the date displayed on these Minutes is depicted as 2019 when in fact it should be 2020. This error was noted in the December 2020 meeting of Whitland Town Council)*

**Present:** Cllr Barry Chapman, Gabriela Poore, Ffion Scourfield, Jenny Davies-Scourfield, Len Shipton, Avril Wilson, Dave Walsh-Gibbon, Ron Jenkins MBE and County Cllr Sue Allen. Cllr Ron Jenkins MBE had technical issues during the meeting.

The Chairman welcomed everyone to the meeting.

**1. To accept apologies for absence.** Cllrs Rob Morgan and Mathew McDowall had stated to the Clerk they would not be attending the meeting, the latter for connectivity reasons.

**2. To disclose personal and pecuniary interests in the items listed below.** No interests were declared.

**3. To review and agree the minutes of the previous meetings on 22<sup>nd</sup> June 2020.** These had been previously circulated. They were reviewed and agreed. The Chairman would duly sign them as soon as possible.

**4. To receive the Clerk's report.** This had been previously circulated. A query was raised about any Council decision to go ahead with the Network Rail /sidings project – Cllr Allen stated that it had been previously agreed to move forward on this project and a budget allocated within the precept for this year.

**5. To receive the Chairman's report.** No report had been circulated due to no Mayoral activity being undertaken. The Chairman stated that he had received an invitation to a tree planting ceremony – this should be with the Clerk shortly. The Chairman also stated that Whitland Week would not be held as normal this year – only a few isolated events.

**6. To receive the following items and decide further actions as required:**

Signed by Chair

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**Trevaughan report and next steps.** The report had been previously circulated. It was stated that there was budget funding for the project, and with community involvement and potential grants expenditure could be minimised. It was agreed to purchase the fruit trees, and also provide picnic benches when that became possible. The Chairman expressed thanks to the Clerk for obtaining the Keep Wales Tidy orchard pack and to Cllr Walsh-Gibbon for the painting and plot plan drawing.

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## 7. To consider new items of business:

**Cross Street toilets – drains survey.** It was stated that since the drain area with a fault was on land leased by this Council, it was unlikely CCC would provide additional support beyond the drains survey already provided. Cllr Wilson would investigate whether there could be Changing Places funding for the work. The Clerk would obtain quotes for the remedial work from various local contractors.

**Cross Street toilets – re-opening.** The Clerk had circulated a risk assessment, and also a report with quotations for both deep cleaning and ongoing cleaning of the toilets. It was agreed to have a deep clean carried out by one of the contractors, and then have the Handyman carry out cleaning daily, and have notices placed prominently advising of necessary hygiene at this time. Whether further periodical deep cleaning might be advised e.g. by Public Health Wales, or was being undertaken by other Councils, would be investigated by the Clerk.

At this point Cllr Shipton ~~left the meeting~~ was unable to get back into the meeting.

**Amendment of minutes agreed in meeting 17-8-2020**

**Bryngwenllian Play area.** A report and a risk assessment had been previously circulated by the Clerk. It was agreed that the play area could re-open, with suitable signage put in place. It was also agreed not to hire the temporary toilet again at this time.

**Town seating.** A lengthy discussion was held on whether to accept a donation of seating and where it could be placed to best benefit the community. It was pointed out that on the main street there were four seats between King Edward St and the Station, but none between it and the Grosvenor. Concerns were expressed about a picnic bench being placed in a high traffic area on the main street, whether it could be considered as supporting a single business, as well as concerns about anti-social behaviour. It was also stated that there were pavement limitations on where it could be placed, this Council could provide public seating for the community immediately whereas a business would have to apply which would mean any benefit to the community would not be available for some time, and that any seating placed would be a temporary measure with the seating ultimately going to the Trevaughan community garden. A recorded vote was then held: In favour of accepting the seating were Cllrs Allen, Poore, Wilson, Walsh-Gibbon and Jenkins MBE. Against were Cllrs Davies-Scourfield, Scourfield and Chapman. Therefore the seating would be accepted and placed where it was suitable.

Signed by Chair

Date

**Whitland recycling centre group proposals.** Information from the group had been circulated. It was agreed that the Council in general supported initiatives to ensure the recycling centre remained open for the public.

**Supporting local businesses** at this time. Cllr Wilson stated that she felt it was important that this Council supported local businesses as they come out of the covid-19 pandemic. Cllrs Allen and Chapman spoke briefly about the ongoing Ten Towns

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initiative. It was agreed by all that Cllr Wilson should join the consultation group for this initiative representing the Council.

**Christmas events.** It was agreed that it would be potentially a waste of time and effort on the Council's part planning anything for Christmas yet. This would be discussed in the September meeting.

**Councillor co-option.** The Clerk had circulated an item from the potential co-optee. It was agreed unanimously to co-opt the person concerned. The Clerk would inform them and CCC, and do all the relevant paperwork, before the next meeting.

**8. County Councillor's report.** This had been previously circulated. Cllr Allen also highlighted that she had been part of a group that had visited both schools to consider their post covid-19 arrangements. CCC had provided information on the ideal scenario and individual schools were responsible for eliminating or mitigating risks at their locations on an individual basis. It was hoped that school meals would be provided, but not certain.

**9. Financial report.** This had been previously circulated by the Clerk. It was confirmed that £1500 had been budgeted for the Network Rail project – their inspection of the proposal from WTC. Queries were raised about the transparency of payments, and the existing checks were briefly described, as well as the related GDPR implications.

Income banked: £0.

Money transferred from main account to reserve account : £3,800.00 on 30-6-2020

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
- HMRC – tax and NI payment for quarter
- Planning Aid Wales - £150.00 – planning training
- Llewelyn Davies – payment for internal audit work 2019-20 - £300.00
- 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

**10. Planning reports.** None had been received by the date of the meeting.

Signed by Chair

Date

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## 11. Correspondence received

- Welsh Govt Covid-19 bulletin
- NHS Well-being survey
- Local Govt Association – Code of Conduct consultation
- Goldies online sessions
- Whitland Recycling group – see agenda item

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- Macmillan telephone buddies
- Age UK More money in your pocket guide
- Llanboidy funding re Calor Rural Community Fund
- Virtual meeting notice with PCC Commissioner
- Hate crime training
- Welsh Govt Stakeholder consultation – support post Covid-19 recovery in Wales
- Hywel Dda CDC newsletters
- Capital grant scheme
- CCC planning application system information
- Welsh Government press conference transcripts
- One Voice Wales bulletins.

These were all noted.

## 12. Items for next meeting:

- Update on toilets – cleaning regime recommendations
- Trevaughan progress
- Bryngwenllian update
- Seating feedback

**13. Date of next meeting.** This was agreed for Monday 17<sup>th</sup> August, via Zoom, starting at 7.00pm.

There being no further business the meeting closed at 8.55pm.

Signed by Chair

Date

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