

Clerk - Whitland Town Council,  
Estia,  
Pendine,  
Carmarthenshire.  
SA33 4PS.  
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### **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 7<sup>th</sup> September 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 disclose personal and pecuniary interests** in the items listed below.
3. **To review and agree the minutes of the previous meeting** on 17<sup>th</sup> August 2020. Minutes to be signed as a true record.
4. **Clerk's report.**
5. **Chair's report.**
6. **To receive following information and decide further actions as required:**
  - Trevaughan – update on current situation. Decide upon gate for public access – information previously circulated.
  - Draft updated donations and joint projects policy – to consider adoption.
  - Whitland Abbey update. To provide Council with latest information.
  - Christmas committee – consider likely meeting date.
7. **To discuss new items of business:**
  - Pre Application Consultation – proposal for 15 houses off Clos Ty Gwyn. To consider what submissions the Council might wish to make to this.
  - Parklets – public realm social distancing initiative. To consider whether the Council would be interesting in this scheme, and if so details of potential locations. To consider application for dropped kerb in car park.
  - Town seating review – consider future provision.
  - Cross St – washer unit repair – update. To consider authorising the work if quotation received and is acceptable.
  - Donation request – Y Cardi Bach – received through post by Clerk. To decide whether to make a donation.
  - Speeding in Trevaughan area. To decide what action Council might wish to take.

#### **RECOMMENDATION:**

that due to the potentially sensitive nature of the business to be discussed, the following items are 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 not be admitted to the meeting during the following items.

- Cross St toilet drainage and door – receive revised quotes and information, decide upon contractor for both tasks.
- Tree survey – receive quotes and information, decide upon contractor.
- Clerk appraisal. Appraisal process halted before meeting held with Clerk.

- Letter from Clerk and actions to take: consider issues raised and agree resolution; consider and agree way forward for Council. Agree arrangements with Clerk.

**8. To receive County Councillor’s report.**

**9. To receive financial report including invoices for consideration:**

- Spreadsheet circulated to Council prior to meeting of expenditure, bank balances etc. Latest bank statements made available if requested.

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
- Agroforestry Trust – trees for community orchard - £85.00
- Ian Sturrock and sons Ltd – trees for community orchard - £234.54
- SSE – electricity for Christmas lights 2019-20 - £179.03
- 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 Aug and Sept payments

To note - The nationally agreed pay award for Clerks due to start 1<sup>st</sup> April 2020 has finally been agreed by the national bodies as 2.75%. This will be applied and backdated in accordance with the SLCC/NALC payscales, as per Clerk contract and included within the September payment.

**10. To receive planning reports:**

W/40167. Construction of detached dwelling with detached garage. Land adjacent Silverdene, North Road, Whitland. Full granted with conditions 14-8-2020.

W/40535. Demolition of existing lean-to and erection of part 2 storey rear extension and single storey ground floor space. 11 Velfrey Rd, Whitland.

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

<b>Summary title</b>	<b>Received</b>	<b>Forwarded to Cllrs</b>
CCC sustainable transport covid response - parklets	18-8-20	18-8-20
CCC – rural broadband gigabit voucher; area volunteers	20-8-20	20-8-20
Query on footpath – passed to CCC PROW	21-8-20	21-8-20
WLGA coronavirus update	24-8-20	24-8-20
CCC Consultation on Picton Monument in Carmarthen	24-8-20	24-8-20
Resident issue – disturbance in St John St 28-8-20 (police called)	29-8-20	29-8-20

12. Items for next meeting.

13. To confirm date of next meeting – Monday October 5th 2020, remotely via Zoom, 7.00pm.

		YTD Expenditure	Budget	Remaining
	8			
Administrative Costs	£41.82	£229.40	£800.00	£570.60
Community Commitments	£723.61	£2,862.00	£14,350.00	£11,488.00
Contingency Funds	£0.00	£487.50	£3,800.00	£3,312.50
Contracts & Memberships	£59.44	£688.88	£2,500.00	£1,811.12
Grant Expenditure	£0.00	£0.00	£0.00	£0.00
Mayoral Allowance	£0.00	£0.00	£1,500.00	£1,500.00
Miscellaneous	£0.00	£150.00	£0.00	-£150.00
Salaries	£1,195.37	£7,583.20	£15,000.00	£7,416.80
Staff Related Costs	£52.85	£2,384.22	£8,000.00	£5,615.78
Statutory Requirements	£0.00	£1,070.00	£7,580.00	£6,510.00
Project - Cemetery	£0.00	£0.00	£1,000.00	£1,000.00
Project - Velfrey Rd	£0.00	£0.00	£2,000.00	£2,000.00
Project - Abbey/Trevaughan	£312.71	£312.71	£1,000.00	£687.29
Project - Car park	£0.00	£0.00	£1,500.00	£1,500.00
Project - Website	£0.00	£0.00	£1,200.00	£1,200.00
Project - XX	£0.00	£0.00	£2,000.00	£2,000.00
VAT	£147.29	£748.36	£0.00	-£748.36
<b>Total:</b>	<b>£2,533.09</b>	<b>£16,516.27</b>	<b>£62,230.00</b>	<b>£45,713.73</b>
<b>Income</b>		<b>YTD Income</b>		
Precept		£41,666.67	£62,500.00	£20,833.33
VAT refund		£6,063.31	£0.00	
Interest		£1.00	£0.00	
Mayoral Donations/Collections		£0.00	£0.00	
Cemetery				
Other		£2,015.00	£0.00	
<b>Total</b>		<b>£49,745.98</b>	<b>£62,500.00</b>	<b>0</b>
<b>Bank Balances:</b>		Main Account	£53,693.74	
as at 31-8-2020		Reserve Account	£6,813.58	

