

Clerk - Whitland Town Council  
Mayor's Parlour  
Whitland Town Hall  
Whitland  
Carmarthenshire



Email: [clerk@whitlandtowncouncil.co.uk](mailto:clerk@whitlandtowncouncil.co.uk)

To the Councillors, Whitland Town Council

You are summoned to attend the meeting of Whitland Town Council to be held remotely via the medium of Zoom, on Monday 1<sup>st</sup> February 2021, at 7.00pm. The business to be considered is as set out in the agenda below.

If any member of the public wishes to attend, please contact the Clerk by 1pm on Monday 1<sup>st</sup> February 2021 and you will receive all information to enable you to connect to the meeting.

Yours faithfully

Financial Officer/Clerk to the Council

- 1. To accept apologies for absence**
- 2. To disclose personal and pecuniary interests** in the items listed below.
- 3. To receive any updates regarding the Co-option Process**
- 4. To review and accept the minutes of the meeting held on 4<sup>th</sup> January 2021**
- 5. To review and accept the Minutes of the Extraordinary meeting held on 18<sup>th</sup> January 2021**
- 6. Chair's report** – As Emailed to all Cllrs prior to the meeting
- 7. To receive any updates regarding the following:**
  - a) Trevaughan Field – update regarding the planting of all tress delivered to date
  - b) The changes to the Banking Mandate
  - c) St Mary Street – Hording along the 'Old Dairy Site'
  - d) Fly tipping at Bryngwenllian
  - e) Planning Enforcement Issue - Llys Y Crofft, Whitland SA34 0HG
- 8. To receive County Councillor's report**
- 9. To receive reports for Working Groups and Council Representatives including**

Whitland Abbey Working Group – To include consideration of the Correspondence received from Ms Avril Wilson on behalf of members of the Abbey Working Group

**10. To consider Planning Applications Received**

All planning application information has been Emailed to all Cllrs prior to the meeting

A	PL/00989	Proposed construction of a dedicated parking facility for coaches, taking pupils to and from the adjacent school. With a capacity for 16 marked bays and adequate turning area, the park will be accessed from an existing single track access road from the B4328 West Street.
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**11. To receive any planning applications Notices**

**12. To receive correspondence**

**13. To consider and approve the Financial Report and Bank/Cashbook Reconciliation**

**14. Invoices for consideration: -**

1240	HMRC (PAYE and NI)	£843.67
1241	Cutting Hedge (Bryngwenllian Park – Tree removal)	£1,550.00
1242	January Wages (To be processed through the PAYE System)	£240.00
1243	GR Consultancy Services (Independent attendee at Interviews)	£70.00
1244	Davies Builders Merchants (Stakes for trees)	£18.90
1245	City Illuminations (Christmas Lights)	£6,150.00
1246	January Wages & outstanding holiday (To be processed through the PAYE System)	TBC
1247	Atheston Firewood (Christmas Tree)	£144.00

#### **Agenda Items**

**15. To consider the Remuneration decisions, as set out by the Independent Remuneration Panel for Wales**

**16. To review the Whitland Town Council's Financial Risk Assessment**

**17. To consider the Whitland Town Council Standing Orders – and to acknowledge such**

**18. To finalise the way in which the Whitland Town Council will Acknowledge 'Ron's time served as a Councillor**

**19. To consider the proposed speed signs to be located at the Velfrey Road area (Correspondence from Carmarthenshire County Council Emailed to all Cllrs prior to the meeting)**

**20. To consider a donation request made by Whitland Townhall Food Bank**

**21. To consider Whitland Town Council obtaining a storage unit for the storage of Council owned property and the location of such a unit – It has been noted that property belonging to Whitland Town Council is stored in various locations and it is considered good practice to have all belongings in one place under the management of the Council.**

**22. To review the Whitland Town Council's Emergency Flood Plan**

**23. To accept the New Clerks Contract - (Emailed to all Cllrs prior to the meeting)**

**24. To arrange a date for the Staffing Working Group's next meeting**

**25. Considerations for discussion at the next meeting**

**26. To confirm date of next meeting**