



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

To the Councillors, Whitland Town Council

You are summoned to attend the Annual Meeting of Whitland Town Council to be held remotely via the medium of Zoom, on Monday 10<sup>th</sup> May 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 10<sup>th</sup> May 2021 and you will receive all information to enable you to connect to the meeting.

Yours faithfully 

Financial Officer/Clerk to the Council

### **Annual Meeting Agenda**

- 2021/05 1 To Elect the Chairman of Whitland Town Council for 2021/2022 and to receive their Declaration of Office**
- 2021/05 2 To Elect the Vice Chairman of Whitland Town Council for 2021/2022 and to receive their Declaration of Office**
- 2021/05 3 Out Going Chairman's Report**
- 2021/05 4 2021/2022 Chair's Address to the Council**
- 2021/05 5 Apologies for Absence**
- 2021/05 6 To receive Natasha West's Declaration of Office**
- 2021/05 7 To receive any personal and prejudicial Declaration of Interests.**
- 2021/05 8 Appointment of Committee/Working Party/Task and Finish Group Members – Consideration being given to the amended Terms of Reference**
- 2021/05 9 To review the Council's representation on outside bodies**
- 2021/05 10 To confirm Remuneration payments to be made to Councillors for 2021/2022**
- 2021/05 11 To Receive any Updates Regarding the Audit Process – End of year accounts were approved at the Extraordinary General Meeting of Whitland Town Council held on Monday 26<sup>th</sup> April 2021. For continuity of service Whitland Town Council will continue to use Messrs Llewelyn Davies, Chartered Accountants of Whitland to carry out its internal Audits.**
- 2021/05 12 To set the time and dates of the General Meetings of Whitland Town Council (May 2021 to April 2022)**

### **General Meeting Agenda**

- 2021/05 13 To Receive the Minutes of the Meeting Held on the 10<sup>th</sup> April 2021**
- 2021/05 14 Matters Arising from the Minutes – Information Only**
- 2021/05 15 To Receive the Minutes of the Meeting Held on the 26th April 2021**

**2021/05 16 Matters Arising from the Minutes – Information Only**

**2021/05 17 Account(s) for Payment and Bank Reconciliation – See finance report**

**2021/05 18 Planning Application(s) Received**

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

<b>A</b>	PL/01693	Alltybailey, Velfrey Road, Whitland, SA34 0QR	Proposed Change of Use/Conversion of existing barn to a 2 bedroom holiday letting accommodation
<b>B</b>	PL/01718	Brynteg, North Road, Whitland, SA34 0BH	Proposed single storey side garage for storage and maintenance of classic cars along with minor alterations to existing dwelling
<b>C</b>	PL/01643	32 Trevaughan Lodge Road, Whitland, SA34 0QF	Proposed extension and alterations
<b>D</b>	PL/01673	Cartref, North Road, Whitland, SA34 0AY	Construction of a new conservatory to the rear of the property

**2021/05 19 To consider any planning applications Notices received from the Carmarthenshire County Council**

**2021/05 20 Consideration of Correspondence Received**

**2021/05 21 To receive County Councillor's Report**

**2021/05 22 To Receive Any Reports from Committees/Working Parties**

To include reports from the:

- a) Grounds Management Working Party – Cllr L Shipton  
St Mary Street – Hording along the 'Old Dairy Site'  
Trevaughan Pathway
- b) The Parc Dr Owen Play Park Task and Finish Group – Cllr F Scourfield

**2021/05 23 To Receive Reports from Council Representatives**

**2021/05 24 Adoption of Policies and/or Procedures** – to consider a date for the Policy Working Group to meet and discuss the requirements of the Council

**2021/05 25 To consider any information received from British Rail and the proposed wording for 'Ron's Plaque'**

**2021/05 26 To consider how to replace the toilet hand washer/dryer units** – The three automatic hand washing/drying units in the public toilets have ceased working and at a cost of £2,010 to replace each unit alternatives are to be considered

**2021/05 27 Considerations for discussion at the next meeting**

Adopted/reviewed/updated during 2021

Grievance and disciplinary Policy – January 2021

Financial Regulations – January 2021

Financial Risk Assessment – January 2021

Remuneration decisions for 2021/2022 – February 2021

Standing Orders – February 2021

Complaints Policy – April 2021