

# MINUTES

Minutes of the General Meeting of Whitland Town Council held remotely, via the medium of Zoom, on Monday 12<sup>th</sup> July, at 7.00pm.

Members of the public were given the opportunity of joining the meeting by Emailing the Clerk and requesting the meeting details (Email: clerk@whitlandtowncouncil.co.uk)

Present: Cllrs Jenny Davies-Scourfield (Chair), Len Shipton (Deputy Mayor), Ffion Scourfield, Barry Chapman, Raymond Jones, Rhys Davies, Jonathan Blandford and John Dobson

Also present – The Clerk

Meeting commenced at 19.02

## 2021/07 52 To accept Apologies for Absence

Cllrs Mathew McDowall, Julie Jones, Enfys Eynon, Frank Connor-Hughes, and Natasha West

## 2021/07 53 Chair's Report

Cllr Davies-Scourfield reported that she had attended a meeting with representatives of Whitland Week and was advised that the Covid Officer from Carmarthen County Council was supporting that Whitland Week event, with certain conditions to be adhered to, but the final decision is yet to be made as to whether the event will take place as a whole or as smaller events within local business premises.

## 2021/07 54 To Receive any Personal and Prejudicial Declaration of Interests

Cllr R Jones declared a personal and prejudicial interest in agenda item 2021/07 66 – The author of the letter is known to Cllr Jones

## 2021/07 55 To Receive the Minutes of the Meeting Held on the 14<sup>th</sup> June 2021

Cllr Chapman proposed that the Minutes, as presented, be accepted as a true record of the meeting held on 12<sup>th</sup> June 2021 and be signed by the Mayor as such; Cllr Davies-Scourfield seconded the proposal with all Cllrs in full agreement.

## 2021/07 56 Matters Arising from the Minutes – Information Only

The Clerk confirmed that an application had been made to Keep Wales Tidy for a gardening pack.

## 2021/07 57 To consider any account(s) for payment

04.07.2021	1310	John Lewis Wages	£ 305.90	Clerks Deligated Powers		
09.06.2021	1311	A and W Agricultural Services - Shipping Container	£ 4,380.00	Approved Spend		
04.07.2021	1312	M Priestley - Wages (June)	£ 671.47	As per contract		
12.07.2021	1313	Messrs Lewis (Apportioned -Office Space and Amenities)	£ 183.18			
12.07.2021	1314	Coppier 3ths Broad Band 2mths and SLCC Course (Apport)	£ 56.96			
12.07.2021	1315	Amazon - Padlock and keys for container	£ 12.99			
12.07.2021	1316	Robert Thomas - Grass Cutting Contract (July 2021)	£ 480.00	(4 of 10)		
		M Priestley - Postage for Audit £1.83 and Travel				
		30.04.2021 - Internal Auditor				
		07.05.2021 - Cheques and delivery of meeting paperwork				
		11.05.2021 - Station House Re: Electrics				
		27.05.2021 - Site meeting - Planter positioning				
		08.06.2021 - Site meeting - Cemetery/Cheques/Paperwork				
		09.06.2021 - Container Delivery Payment required on site				
		24.06.2021 - Pick up Audit and Jenny to sign pink form				
		7 trips @ 23.4 miles x.45p = £73.71				
12.07.2021	1317	Total on cheque	£ 75.54			
			£ 6,166.04			

All Councillors confirmed that they had received the financial report and information.

The Clerk advised that she had made three purchases, with all Financial Regulations being adhered to, on behalf of the Council (Cheques 1310, 1311 and 1312)

Cllr Shipton acknowledged the three payments made by the Clerk and proposed that all invoices, as presented, be paid in full; Cllr Blandford seconded the proposal with all Cllrs in full agreement.

#### **2021/07 58 To consider the Financial Report and Bank Reconciliation**

<b>Cash Flow</b>		
<b>01.06.2021 - 30.06.2021</b>		
Balance	<b>£ 62,644.05</b>	B/F
Payments Made	£ 6,954.37	
Income Received	£ -	
	<b>£ 55,689.68</b>	C/F

Following consideration of the information provided and the answering of any queries raised, Cllr Blandford proposed that Whitland Town Council accept the figures, as presented, as a true record of the Council 's finances to date; Cllr Scourfield seconded the proposal with all Cllrs in full agreement.

Cllr Davies-Scourfield advised the Council that she will meet with the Clerk, via Zoom, on Monday 19.07.2021 to carry out the internal control regarding the accounting process, as per the Financial Regulations, and will report to Council at the September 2021 meeting.

#### **2021/07 59 Planning Application(s) Received**

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

<b>A</b>	PL/02113 -	10 Park Street, Whitland, SA34 OPX	Proposed Rear Conservatory Extension with accessible wet room
----------	------------	---------------------------------------	------------------------------------------------------------------

Following consideration of all the information provided by the Planning Authority Cllr Scourfield proposed that Whitland Town Council support this planning application; Cllr Shipton seconded the proposal with all Cllrs in full agreement.

#### **2021/07 60 To consider any Planning Application Decision Notices received from the Carmarthenshire County Council**

PL/00791 46 Bryngwenllian – Proposed balcony including door to replace existing window – Granted

PL/01327 Land adjacent to Silverdene – Construction of two detached dwellings - Granted

#### **2021/07 61 Consideration of Correspondence Received**

- Various consultations received and forwarded to all Cllrs via Email for their consideration
- Email received from Carmarthenshire County Council advising that an update regarding the Local Development Plan will be issued soon
- Two Emails received regarding refuse collection arrangements at Westover, Whitland – The Clerk responded to the two Emails copying Cllr S Allen (County Councillor) into the response, requesting if she would be able to assist as unfortunately the Whitland Town Council, on this occasion, was unable too.
- Email received from Carmarthenshire County Council offering Code of Conduct Training – The Clerk to request spaces for Cllrs Davies-Scourfield, Blandford, Dobson and Hughes
- Planning Consultation received from Carmarthenshire County Council Planning Authority – due to the timings of the Council's requested response it was agreed that an Extraordinary Meeting will be held on Thursday 22.07.2021 to consider this and any other planning applications received.

## **2021/07 62 To receive County Councillor's Report**

Requested – None received

## **2021/07 63 To Receive Any Reports from Committees/Working Parties**

Cllr L Shipton reported that:-

- All the Christmas lights, belonging to the Council, have been placed in the storage container and if anyone is aware of any Council property in lofts or garages could they please let the Clerk know and arrangements will be made to collect such
- The wash hand replacement works, in the public toilets, commenced today (11.07.2021)
- One of the fence posts to the Trevaughan land is noted to be rotten – further enquiries to be made
- Arrangements to be made for arborists to visit the Pocket Park and provide prices for proposed tree reduction works
- The possibility of including a pedestrian gateway, for access by members of the public, into the land at Trevaughan is being considered.

## **2021/07 64 To Receive Reports from Council Representatives**

Cllr Chapman reported on behalf of Ten Towns of Growth

Ten Towns of Growth Summary of Meeting on 24th June 2021:-

From Whitland only myself and Paul Evans together with the CC Sue Allen who chaired/facilitated meeting, others present were from CCC and Henllanfallteg.

The Consultancy Period is now over and the final report has been published and is available online. Owen Davies summarised his findings including the heritage and leisure that is available locally and should be shouted about; EG Vineyards, Cycling and Abbey, the need for parking in the town and development of walking and cycling paths and of Brown Sites.

A Market Officer (2) has been (will be) employed by CCC who will liaise with each town and assist, when possible, on development.

For each town to move forward a steering committee will be formed and make suggestions as to what could assist the town, apply for funding for development, liaise with Market Officer and CCC.

Grants currently available "Property Development Grant" which is up to £750 per project or 45% of costs. £1,000,000 is available towards Capital Funding up to £10k per project.

Following consideration of all the information provided by Cllr Chapman and the importance of the Council's involvement in this project, Cllr Shipton proposed that all Councillors attend any meetings that they are able to regarding this initiative and for the Clerk to advise the project leaders accordingly; Cllr Davies-Scourfield seconded the proposal with a majority vote in favour of such.

Cllr Chapman on behalf of One Voice Wales

Cllr Chapman reported that he had attended the One Voice Wales area meeting. There was a problem with the technology and the translation of the meeting, proving difficult to understand what was being discussed. The main point of discussion was the Local Government and Elections (Wales) Act 2021. This will be discussed in further details when One Voice Wales releases its paper on such.

## **2021/07 65 To consider the Carmarthenshire County Council Public Notice - Proposed Waiting Restrictions and Street Parking**

Following consideration of all the information provided to the Whitland Town Council by Carmarthenshire County Council it was agreed that the Clerk draft a suitable letter advising of the Council's considerations. Following a site visit and further understanding of the impact the proposed Order will have on residents in this area, the draft response will be considered at the Extraordinary Meeting (22.07.2021).

**2021/07 66 To consider a telephone call received by the Clerk regarding a planning application response and the reporting of persons present/not present at the April 2021 meeting**

Cllr R Jones left the virtual meeting room

The Clerk advised the Council regarding the contents of a telephone conversation between herself and a resident of Whitland, which was then followed by an Email to the Mayor from the resident. All Councillors confirmed receipt of a copy of the Email and the draft response.

Following consideration of the two Emails, Cllr Scourfield proposed that the draft response be accepted by Whitland Town Council and forwarded to the resident, by the Clerk, on behalf of the Whitland Town Council; Cllr Blandford seconded the proposal with all Cllrs in full agreement.

Cllr R Jones re-joined the meeting

During the consideration of the above it was noted that there was an error in the Minutes of the meeting held 12<sup>th</sup> April 2021 – Agenda item 3 should state

*Following their presentations Mrs West and Mr McKinney left the meeting.*

*Following a secret ballot, it was resolved that Natasha West is to be offered the position of Councillor. The Clerk to advise the two candidates accordingly and invite Mrs West to the May 2021 meeting to take Office as Councillor.*

Cllr Chapman proposed that a foot note be added to the April 2021 Minutes advising of the amendment, referencing this meeting (11.07.2021) as to when the resolution was reached; Cllr Scourfield seconded the proposal with all Cllrs in full agreement.

**2021/07 67 Considerations for discussion at the next meeting**

There will be no August 2021 meeting of Whitland Town Council but an Extraordinary Meeting will be held on Thursday 22.07.2021 6pm to consider any planning applications received.

Meeting closed 20.37