



Email: clerk@whitlandtowncouncil.co.uk

Minutes of the General Meeting of Whitland Town Council held via Zoom on Wednesday 13th June 2022 at 7pm.

This meeting was open to the public via a live Zoom link, available on request to the Clerk.

Present: Cllrs J Davies-Scourfield (Mayor), L Shipton (Deputy Mayor), B Chapman, J Blandford and M McDowell.

Cllr R Jones joined the meeting at agenda item 2022/05 32

Also present – The Clerk

Meeting commenced – 19.12 due to technical difficulties

All Whitland Town Council meetings are regulated by its Standing Orders.

Agenda

2022/06 28 To receive any Declarations of Office following the Co-option process - None

2022/06 29 Apologies for Absence – Cllr R Jones and Miss Ffion Scourfield – Miss Scourfield was due to commence as a Co-opted Member but a pre-arranged meeting of the School Governors over ran.

2022/06 30 To receive any personal and prejudicial Declaration of Interests - None

2022/06 31 To receive the Mayors Report

Cllr Davies-Scourfield reported that events held over the Jubilee long weekend had been a great success, the opening of phase one of the play park at Parc Dr Owen and the pic nic in the park thereafter was attended by over 250 residents enjoying the evening sun.

The Sunday afternoon cream teas were enjoyed by many residents with the evening quiz testing the knowledge of all who took part.

Cllr Davies-Scourfield has accepted the kind invitation from the Mayor Elect of Carmarthen Town Council, to attend the Mayor making service and celebration meal.

2022/06 32 To Receive any Updates Regarding the Audit Process

All Councillors confirmed that they had received a copy of the Internal Auditors Report.

Two recommendations were raised by the internal auditor namely:

- To ensure that ALL cheque stubs are initialled by the Councillors who are signing the Cheques.
- To arrange for electronic back up of files

Cllr Shipton proposed that Whitland Town Council accept the recommendations of the Internal Auditor and forward all the relevant information to the Auditor General for Wales to enable to Audit process to continue; Cllr Blandford seconded the proposal with all Cllr in full agreement.

The Notice of Electors Rights to be displayed on the Council website and Notice Boards.

2022/06 33 To Receive the Minutes of the Meeting Held on the 9th May 2022

Cllr McDowell proposed that the Minutes of the May meeting be signed as a true record of the meeting; Cllr Jones seconded the proposal with all Cllrs in full agreement.

2022/06 34 Matters Arising from the Minutes – None not covered as an agenda item

2022/06 35 To acknowledge and approve account(s) for payment

To Be Approved/Acknowledged

05.06.2022 1473 Wages and Plants £91.60	£ 419.60
13.06.2022 1474 J Scourfield - Cream Teas	£ 115.95
13.06.2022 1475 Rob Thomas - June 2022 Cuts	£ 460.00
13.06.2022 1476 Welsh Water 12th Nov 21 to 31st May 2022	£ 240.83
13.06.2022 1477 SSE Christmas Light Electric	£ 203.09
13.06.2022 1478 Sunshine – Phase 1 Play Park	£35,996.58
13.06.2022 1479 Arts Factory	£2,958.00
13.06.2022 1480 Saundersfoot Community Council - office services Apportioned	£ 85.13
13.06.2022 1481 HMRC PAYE April May and June	TBC

It was noted that the Arts Factory invoice relates to the Ten Towns project and will be reimbursed once the Website has been concluded.

Cllr Shipton proposed that the invoices, as depicted above, be paid in full and an interim claim made to HMRC for the VAT element of the Sunshine invoice; Cllr Jones seconded the proposal with all Cllrs in full agreement.

2022/06 36 To consider and approve the bank/cash book reconciliation – See finance report

Cllr Blandford proposed that the finance report be signed as a true record of the Whitland Town Council's finances; Cllr Chapman seconded the proposal with all Cllrs in full agreement.

2022/06 37 Planning Application(s) Received

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

A	PL/04110	Land adjacent to Spring Gardens, Whitland, Carmarthen, SA34 0HW	Replan approved plots 66-70 & 48 of RM approval ref. W/35037 to provide 8 terraced/semi detached dwellings (50-57) and 1 detached dwelling (49)
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Following a discussion relating to Section 106 considerations, Cllr Chapman proposed that Whitland Town Council raise no objections regarding this application, but request to be kept up-to-date with any decisions relating to the Section 106 legal requirements.

2022/06 38 To consider any planning application Notices received from the Carmarthenshire County Council

PL/00799 One Planet Development - Land South of Blaenhiraeth, Henllan Amgoed, Whitland
Full Granted

PL/03822 Mid And West Wales Fire Brigade, West Street, Whitland
Full Granted

PL/04024 Change of use from garage to a retail shop and retail store room Llys Howell, Market Street,
Full Granted

2022/06 39 Consideration of Correspondence Received

- Email received advising the Council's insurance has been renewed for 2022/2023
- Email from Section 106 Officer advising that the Council have not submitted the application for the grant towards solar powered car/bike chargers. This is an initiative put forward by Carmarthenshire County Council Officers. The Council to consider possible locations for such before any application is submitted.

- Email received from the Planning Enforcement Officer requesting confirmation if the banks at Trevaughn Lodge are still in situ. It was confirmed that they are.

2022/06 40 To Receive Any Reports from Working Parties

Grounds Management Working Party – Cllr L Shipton

- The damaged stone structure has been removed from the entrance to the Pocket Park.
- The ‘mole man’ is awaited to attend Trevaughn Play Area.
- The trees along the pocket park and on the opposite side of the road remain problematic. The Clerk to write again to Carmarthenshire County Council regarding the trees on the opposite side of the road to the park and diarise an agenda heading for the July 2022 meeting.

The Parc Dr Owen Play Park Task and Finish Group

- The opening of the Phase one of the play park at Parc Dr Owen went well and on schedule. Children have enjoyed playing there. There are not many moments there are no children playing there.
- Fund raising to commence to pay for phase two.

2022/06 41 To Receive Reports from Council Representatives of Outside Bodies

Cllr Chapman – Ten Towns Digital Project (Town Website)

- The project is progressing, albeit slowly. A meeting to be called with the Ten Towns Group to consider the projects’ progress to date.
- At the Ten Towns meeting the project for the Capital to be discussed. The old dairy site is not being moved forward.

2022/06 42 To continue the Co-option process – Cllrs agreed that Whitland Town Council conduct a leaflet drop and display posters to promote the Council and encourage residents to apply for co-option.

2022/06 43 To consider the Email received from Carmarthenshire County Council and the rejection of the Section 106 application for funding towards the resurfacing of the Bryngwenllian play park safety surfacing.

Correspondence has been received from the Section 106 Officer advising that, despite being advised to apply for the funding allocated for repairs and renewals, the application has been refused. Further information has been requested but not forthcoming. The renewal of the park safety flooring at Bryngwenllian play park is estimated to cost just over £19,400. Unfortunately, prior to the past two years, no provision was made, in the precept, to pay for such repairs. The Council has accumulated circa £8,500 over the past two years.

A meeting to be arranged with an Officer from Carmarthenshire County Council to discuss the Section 106 application process, where monies have been spent and what money is available.

Cllr Davies-Scourfield proposed that Whitland Town Council request certain information relating to Section 106 applications under a freedom of information request; Cllr Chapman seconded the proposal with all Cllrs in full agreement. All Cllrs to forward their considerations, of what information is to be requested, to the Clerk. Once the request has been approved, by all Councillors, it will be forwarded to the Section 106 Officer and the Chief Executive of Carmarthenshire County Council.

2022/06 44 To consider the installation of CCTV equipment at Parc Dr Owen – Cost Circa £1,000

Cllr McDowell proposed that Whitland Town Council consider installing CCTV to cover the play park area, and the Clerk to commence the procurement process; Cllr Chapman seconded the proposal with all Cllrs in full agreement.

2022/06 45 To give consideration to the appointment of a youth representative or Mayors Cadet to work with Whitland Town Council.

This item has been carried over to the July 2022 meeting.

2022/06 46 Considerations for discussion at the next meeting

Tree debris within the River Taff - The Clerk to write to Resources Wales again advising of such.