



MINUTES - 26th September 2022

Minutes of the General Meeting of Whitland Town Council held via Zoom on Monday 26th September 2022 at 7pm.

This meeting was open to the public via a live Zoom link, available on request to the Clerk. Members of the public are welcome to ask questions or make representation relating to items listed on the agenda only

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

Also present – The Clerk

Meeting commenced – 19.00

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

THIS MEETING WAS RE-ARRANGED DUE TO THE MOURNING PERIOD OF QUEEN ELIZABETH II

Meeting Agenda

- 2022/09 70 Apologies for Absence** – Cllrs R Jones and R Davies
- 2022/09 71 To receive and Declarations of Office** – Sian Mc Dowell read her Declaration of Office and welcomed to Whitland Town Council by the Mayor.
- 2022/09 72 To receive any personal and prejudicial Declaration of Interests as per the Code of Conduct.**
None
- 2022/09 73 To receive the Mayors Report**
Cllr Scourfield Davies reported that the Whitland Week was very successful for yet another year with confirmation of the final amount of money raised awaited.
Also unfortunately, due to a prior arrangement, was unable to attend the recent open day at Whitland Abbey.
- 2022/09 74 To Receive the Minutes of the Meeting Held on the 11th July 2022**
Cllr Shipton proposed that the Minutes of the General meeting held on the 11th July 2022 be signed as a true record of the meeting; Cllr Davies-Scourfield seconded the proposal with all Cllrs in full agreement.
- 2022/09 75 Matters Arising from the Minutes – Information Only** – None not covered elsewhere on the Agenda
- 2022/09 76 To Receive the Minutes of the Extraordinary Meeting Held on the 15th August 2022**
Cllr Davies Scourfield proposed that the Minutes of the Extraordinary Meeting held on the 15th August 2022 be signed as a true record of the meeting; Cllr Shipton seconded the proposal with all Cllrs in full agreement.
- 2022/09 77 Matters Arising from the Minutes – Information Only** - None
- 2022/09 78 To acknowledge and approve account(s) for payment**

<u>To Be Approved/Acknowledged</u>			
03.08.2022	1486	John Lewis - Wages July	£ 266.10
03.08.2022	1487	M Priestley - Wages July	£ 906.10
03.08.2022	1488	Arts Factory (2)	£ 2,465.00
03.08.2022	1489	Rob Thomas Grass Cutting - August	£ 480.00
03.08.2022	1490	Wickes Perspex for notice board	£ 74.10
03.08.2022	1491	Davies Builders Murchant	£ 14.53
03.08.2022	1492	PJ Pest Control - Moles at Trevaughn	£ 90.00
03.08.2022	1493	David Harries - Toilet Rolls	£ 45.79
03.08.2022	1494	Tenby Observer - Whitland Week	£ 49.44
	1495	Cancelled	£ -
	1496	Cancelled	£ -
01.09.2022		J Lewis Wages - August	£ 300.00
01.09.2022		M Priestley - Wages August	£ 906.30
01.09.2022		Lewis Lewis Room Hire	£ 244.87
01.09.2022		B and M - Storage Boxes	£ 20.00
12.09.2022		Llewellyn Davies - 3 years internal audit	£ 2,484.00
12.09.2022		Re-Issue 1445 Kelly Duell Trevaughn Grounds Works	£ 240.00
12.09.2022		J Davies Scourfield - Reimbursement for Whitland Week Buffett	£ 667.50
12.09.2022		Jamie King - Internet hosting	£ 150.00
			£ 9,403.73

Following consideration of the above invoices – the Clerk to request a breakdown of costs from Llewelyn Davies – Note the costs are for four years and not three.

It was also noted that the Clerks salary to be increased, from 0108.2022, by one NALC pay point from 27 up to 28 – in recognition of the Clerk obtaining her Certificate in Local Council Administration - CiLCA.

Cllr Davies Scourfield proposed that the invoices above be accepted and paid, excluding the invoice from Llewelyn Davies – This to be paid following a breakdown of costs; Cllr Chapman seconded the proposal with all Cllrs in full agreement.

2022/09 79 To consider and approve the bank/cash book reconciliation – See finance report

Cash Flow			
30.06.2022-31.08.2022			
Balance	£	33,698.37	B/F
Payments Made	£	8,885.38	
Income Received	£	33,905.03	
	£	58,718.02	C/F

Cllr Shipton proposed that the bank reconciliation be signed as a true record of the Whitland Town Council's financial position; Cllr Davies Scourfield seconded the proposal with all Cllrs in full agreement.

2022/09 80 Planning Application(s) Received - None

2022/09 81 To consider any planning application Notices received from the Carmarthenshire County Council

PL/04356 Land off Clos Llwyn Ty Gwyn - Discharge of Condition 15 on PL/00668 - Granted

PL/04261 7 Bryngwenllian – New Driveway - Withdrawn

2022/09 82 Consideration of Correspondence Received

- Email received advising of a consultation being undertaken by Royal Mail and the possible changes to the Post Office service in Whitland.
- Final invoice received from the Arts Factory – This is the company which is designing the Ten Towns Website – This invoice to be paid once the Ten Towns group are content that the contract has been fulfilled.
- Invite received inviting Councillors to a meeting to establish an appeals committee to raise money for the Urdd Eisteddfod which is being held in Carmarthenshire in 2023.
- Email received inviting the Mayor to start the 2022 Santa Run through Whitland. The Clerk to request confirmation as to whether the route will take runners through public houses in Whitland.

- Confirmation received from Resources Wales that the problematic fallen trees within the River Taff are the responsibility of the land owner to remove and make safe. The land owner to be informed by Resources Wales.

2022/09 83 To Receive Any Reports from Working Parties

To include reports from the:

a) Grounds Management Working Party – Cllr L Shipton

- The child's swing in Parc Dr Owen is damaged – Sunshine to inspect
- The artificial grass installed in the Parc has been damaged during the grass cutting sessions – Cllr Shipton has advised Mr Kersey who will talk with the Committee. The Clerk to send an Email to the Trustees advising of such. From March 2023 the Council will cut this area of grass and to include it in the new grass cutting tender to be distributed later this year.
- The banks in Trevaughn are still in situ and could potentially add to the flooding problem in the area.
- The tall trees at the Pocket Park are still problematic in high winds. The Carmarthenshire County Council have been made aware of the Council's concerns and advised that a tree survey should be carried out in October 2022 and a tree management programme submitted to them for their consideration. At this point in time the Carmarthenshire County Council will not permit the trees to be cut down or lessened in height.
 - Price received from the Whitland Town Council's preferred Arborist to carry out a tree survey and submit a tree management programme - £418.00. Cllr Davies Scourfield proposed that the survey and managements programme be carried out at a cost of £418.00; Cllr Shipton seconded the proposal with all Cllrs in full agreement.
- Several requests have been made regarding the provision of toilet facilities in Parc Dr Owen. This has raised questions regarding the Whitland Town Council purportedly paying towards the building housing the parc's toilets. The Clerk to make enquiries as to the payment towards such and the Council's possible involvement in such.
- The pedestrian gateway has been installed at the land at Trevaughn. This will afford access to persons in wheelchairs or with pushchairs. The land to remain dog free due to it being a children's playing field.
- The Whitland Town Council have been offered several free apple trees to be planted in the land at Trevaughn – Cllr Shipton and Mr Lewis will plant the trees to the back of the field.

b) The Parc Dr Owen Play Park Task and Finish Group – Cllr F Scourfield – Covered above in Cllr Shipton's report.

2022/09 84 To Receive Reports from Council Representatives of Outside Bodies

Including an update regarding the Ten Towns - Digital Project – this will be included in the October 2022 meeting.

2022/09 85 To consider the information received following a request made under the Freedom of Information Act

The information received from Carmarthenshire County Council is in relation to applications for funding made under Section 106 funding. All Councillors have received a copy of the information supplied by Carmarthenshire County Council.

Various questions have been raised by Councillors regarding the applications and items purchased. Cllr Davies Scourfield proposed that the Clerk seek professional advice from the Council's Solicitor (Redkite Law) as to the information received and Councillors questions raised appertaining to such; Cllr M Mc Dowell seconded the proposal with all Cllrs in full agreement.

Following the receipt of advice from the Solicitor a working party to be formed to consider the information further.

2022/09 86 To consider the prices received to install CCTV equipment at Parc Dr Owen

The prices received (2 in number) were considered by all Councillors. Cllr M Mc Dowell proposed that Whitland Town Council accept the estimate of costs received from AcDc (£945.25) to install CCTV equipment at Parc Dr Owen to provide coverage of the play park area and also for the Clerk to liaise with ACDC regarding the Wifi account at circa £10 per month; Cllr S Mc Dowell seconded the proposal with all Cllrs in full agreement.

2022/09 87 To consider the damage caused by the grass cutter to the newly installed artificial grass at Parc Dr Owen and to formalise the grass cutting contract

As in Cllr Shipton's report

2022/09 88 To set a date for the personnel working group to meet and formalise the Handyman's Contract of Employment and to consider the New SLCC model Contract for Clerks.

To be considered further by the Personnel Working Party.

2022/09 89 Considerations for discussion at the next meeting

- Christmas lights through Whitland Town
- The drains along the main shopping street of Whitland – the have become blocked and folding occurs when raining.

Meeting closed 20.56

Date of next meeting 10.10.2022