

Clerk - Whitland Town Council
Mayor's Parlour
Whitland Town Hall
Whitland
Carmarthenshire
Email: clerk@whitlandtowncouncil.co.uk



Minutes of the General Meeting of Whitland Town Council held remotely, via the medium of Zoom, on Monday 11th September 2023, at 7.00pm.

Correspondence and planning documents have been Emailed to Councillors prior to the meeting.

Please note that Audio or Video recording of Full Council meetings is not permitted.

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

Present: Cllrs L Shipton (Mayor), J Davies-Scourfield, R Jones, J Blandford and E Morgans

Also present – The Clerk

Prior to the meeting members of the Neighbouring Policing Team attended to discuss any pertinent matters with the Council. These matters included:

- A vehicle parking near to the corner of Trevaughn Road, causing visibility problems to vehicle drivers accessing Trevaughn Road.
- Persons 'hanging out' at the old pump house, with reports of small fires and persons climbing on the purported unsafe roof.
- The regular patrols, carried out by the Policing Team, around Parc Dr Owen and Bryngwenllian Park.

The Team advised that they would continue to monitor the above and continue to communicate with members of the public regarding any concerns raised.

The Team also requested that if anyone has any policing issues they should ring 101 or report such through the Dyfed Powys Website – this will ensure that all calls are logged and policing teams are dispatched to where they are required.

Meeting commenced – 19.18

2023/09 67 To accept apologies of absence M McDowell (Vice Chair), R Davies and S McDowell

The Clerk reported that she had spoken with Alex McKinney and he advised the Clerk he had moved out of the area and was no longer eligible to serve as a Councillor for Whitland.

The Clerk was requested to thank Alex for all his work while representing Whitland Town Council.

2023/09 68 To acknowledge any declarations of interest, as per the Code - None

2023/09 69 To Receive the Minutes of the Meeting Held on the 10th July 2023

It was proposed and seconded that the Minutes, as presented, be signed as a true record of the meeting held on the 10th July 2023, Vote taken – all Cllrs in full agreement.

2023/09 70 Matters Arising from the Minutes – none

2023/09 71 To consider and acknowledge invoices for Payment

To Be Approved/Acknowledged			
01.09.2023	BACS	Tammy Williams Buffett	£ 450.00
01.09.2023	BACS	DAVIES BUILDERS Maintenance	£ 53.39
01.09.2023	BACS	Clerk Reimbursement - Web Camera	£ 74.98
01.09.2023	BACS	ROBTHOMAS-CONTRACT Grass Cutting	£ 660.00
01.09.2023	BACS	David harries Toilet Rolls	£ 66.94
01.09.2023	BACS	Jdr and eg lewis Office apportioned	£ 376.40
01.09.2023	BACS	Clerk - reimbursement - Paper	£ 10.00
			£ 1,691.71
INCOME -			
30.07.2023		Nat West Interest	£ 7.72
26.08.2023		CCC Precept	£ 20,830.00
30.07.2023		Nat West Interest	£ 8.18
30.06.2023		VAT Refund (Correction on amount reported)	£ 0.05
			£ 20,845.95

The above payments are acknowledged and agreed.

2023/09 72 To acknowledge and approve the Bank Reconciliation

Cash Flow			
30.06.2023 - 31.08.2023			
Balance	£	54,273.31	B/F
Payments Made	£	11,361.75	
Income Received	£	20,845.95	
	£	63,757.51	C/F

2023/09 73 Planning Application(s) Received – PL/06046

PL/06046 Land adjacent to Silverdene, North Road, Whitland, SA34 0BH - Construction of a detached garage

Following consideration of all the information provided by the Planning Authority, Whitland Town Council do not raise any concerns regarding this application. It was proposed and seconded that Whitland Town Council support this application.

2023/09 74 To consider any planning applications received after the publishing of this agenda

None

2023/09 75 To consider any planning application Notices received from the Carmarthenshire County Council

None

2023/09 76 To consider any correspondence received

- Email from Celtic Routes Project – The final phase of this project has now come to fruition – for further information please see their website – Celtic Routes
- Llenelli Cradle Choir are holding an event on 19/09.2023 at 2pm at the Ffwrness Theatre

2023/09 77 To Receive Any Reports from Working Parties

Grounds Management Working Party – Cllr L Shipton reported:

- The hedge located at the public toilets has been trimmed and the pathways cleared of weeds. Cllr Shipton advised the Council that there is a £50 costs for out of pocket costs incurred by the

gentleman who carried out the works. It was proposed and seconded that these costs are covered by Whitland Town Council. Vote taken: All Cllrs in full agreement.

- The replacement fence works have been completed, to a high standard, with the Council receiving many comments advising on the quality of works. The invoices have been paid in full with the reimbursement of the Insurers awaited.
- The Steward of the Rugby Club, in Whitland, as requested if the trees alongside the building could be trimmed. They were advised that these trees are Carmarthenshire County Council owned and are located on their land. Any actions would have to be carried out by Carmarthenshire County Council. The Rugby Club advised that they would contact Cllr Sue Allen direct.
- The Steward also advised that there is a rubbish bin located within the car park which seems to attract fly tipping. Again they were advised to report such to Carmarthenshire County Council.
- It has been noted that a number of blue and black rubbish bags are being left by the public toilets (up to 20 at a time). This will be monitored and the CCTV watched back with the appropriate action being taken.
- It is noted that the requested meeting with the Trustees of Parc Dr Owen has not been held. The Clerk to write to Mrs Sophie Evens requesting if she is able to assist with the arrangement of this meeting.
- A number of compliments have been received regarding the high standard that the public toilets are being kept at. The Clerk to advise the cleaner of such.

2023/09 78 To Receive Reports from Council Representatives of Outside Bodies

- Ten Towns – LEADER Funding This is 100% grant funding with no monies being spent from the Precept or Whitland Town Council budget.

Following a recent meeting of the Ten Towns steering group the following has been agreed –

- The grant application will be split into two parts with the Town all Trustees applying for funding to enhance the outside, main hall and kitchen of the Town Hall, with the second part being, applied for by the Whitland Town Council, to enhance the Town Centre adding colour, plants and points of interest for anyone visiting Whitland. This provisionally includes (permission to be sought for some of the proposals):
 - Two green areas on Johns Street, one by the railway station and one where the Christmas tree is installed at Christmas. These will include plants and benches.
 - A new bus shelter with a 'green roof'. The roof will be planted with moss of lavender.
 - New 'Welcome to Whitland' signs and the area where these are located made easier to maintain.
 - A mural to be painted on the railway station wall.
 - A light structure depicting 'Welcome to Whitland'
 - The Christmas Tree brackets to be utilised to accommodate flagpoles with flags displayed all year round.
 - To purchase ten pop up gazebos for the use of Whitland Town Groups at differing events.
 - Several other projects to be confirmed.
- Carmarthenshire County Council Grant Application – A grant is available for the Whitland Town Council to employ a person to assist with the promotion of Whitland Town and to assist the Clerk in the completion of the Ten Towns application form. This funding is for 12 months only, at this point in time.

This position will be funded by a successful grant application to Carmarthenshire County Council, Whitland Town Council will initially be making all payments and reclaiming such from Carmarthenshire County Council. There will be no cost to Whitland Town Council. This position is for one year but should the successful candidate be able to generate an income from such, this income will be used to prolong the Contract.

It was proposed and seconded that Whitland Town Council completed the application process and upon receipt of confirmation that the grant has been granted advertise the position, as depicted on the application form, and then finalise the appointment process with Whitland Town Council conducting the interviews. Vote taken: All Cllrs in full agreement.

- 2023/09 79 To receive any updates regarding the application for Section 106 funding – to assist with the purchase of play equipment for phase 2 at Parc Dr Owen**

The Clerk advised the Council that written information is still awaited.

- 2023/09 80 To consider the draft Training Policy – To ensure compliance with the Local Government and Elections (Wales) 2021 Act all Councils to have a training policy and plan in place, for Councillors and employees.**

It was proposed and seconded that Whitland Town Council adopt the Training Policy and Training Plan, as circulated by the Clerk. Vote taken: in Cllrs in full agreement.

- 2023/09 81 To consider the prices and designs of Christmas lights - for the past few years Whitland Town Council has hired Christmas Lights at a cost of £5,500, per year, which have hung from the buildings along the main street. The Council to consider the purchase of light fittings, to a cost of £5,500 (one years hire cost), to be displayed on the lampposts along the main street. There are eight lamppost which have been adapted to accept the light fittings. These lights can then be used annually with a fraction of the ongoing costs incurred when hiring lights.**

The Clerk confirmed that consent to display Christmas lights on the eight posts along St John's Street has been received from Carmarthenshire County Council.

Following consideration of all the information provided and following discussion of such, it was proposed and seconded that Whitland Town Council purchase eight light fittings, of the same design, up to the value of £5,500 to be installed on the lampposts which have been adapted to take light fittings. The Clerk to make the final decision as to which design to purchase. Vote taken: A majority of Cllrs in agreement of such.

- 2023/09 82 To consider what action Whitland Town Council is able to take regarding the concerns raised by residents of Whitland relating to the opening times and purported closure of the amenity site located within Whitland – Several members of the public have contacted Councillors voicing their concerns relating to the changes in the opening times of the site, the major vehicle congestion with vehicles queuing to access the site and vehicles attempting to access the Mart along with the rumours that the site is going to close.**

It has been noted that County Councillor Sue Allen has been in meetings with Carmarthenshire County Council Officers discussing the opening times of the amenity site and how best any changes in information can be shared with member of the public. It was proposed and seconded that the Clerk write to the Officers and request that Whitland Town Council are kept up-to-date with any information to enable such to be shared with Members of the Public, should the necessity arise: Vote taken – Cllr Cllrs in full agreement.

- 2023/09 83** **To consider the arrangements and a possible budget for a Christmas lantern parade, turning on of the Christmas Tree lights, Christmas Fare and a visit from Father Christmas** – Whitland Town Council in conjunction with the Whitland Chamber for Trade and Town Hall have been considering and making initial arrangements for the above event.

The Clerk advised the Council that she had met with members of the Chamber of Trade and Trustees of the Town Hall to commence arrangements for a Christmas Event, which can be built on each year. The Mayor thanked the Clerk for all works carried out in ascertain if an event would be viable. It was proposed and seconded that the Clerk be given the spending powers of up to £1,000 to purchase any items that are required to finalise the event. An Email to be forwarded to all Cllrs to advise of any spending's. Vote taken: All Cllrs in full agreement.

- 2023/09 84** **To receive an update relating to the damage caused to the fencing at the Whitland Town Council managed land known as Trevaughn Field and the claim made, to the Insurers, for reimbursement of funds paid to the contractors on the completion of works.**

See agenda item 2023/09 78

- 2023/09 85** **To consider the costs in relation to streamlining the Whitland Town Council website and the removal of all things that are not Council related** – Following the launch of the Whitland Community Website it is not considered that the information is required to be duplicated.

It was proposed and seconded that the price of £140 be accepted and the current website be streamlined to depict information relating to the Whitland Town Council only. Vote taken: All Cllrs in full agreement.

- 2023/09 86** **To acknowledge the Clerks review** – in accordance with the Clerks Contract of Employment her annual review has been carried out.

Cllr Shipton reported that the Clerks review has now been completed. No concerns have been raised. The Council thanked the Clerk for all works carried out and her commitment to the Ten Towns projects.

It was agreed that the Clerk salary pay point will be reviewed in March 2023.

- 2023/09 87** **Considerations for discussion at the next meeting**

- It is noted that the lights, situate at St Mary's Church, are covered by trees, with the light being obscured by such. These trees are the responsibility of Carmarthenshire County Council.

Meeting closed 21.02