



## MINUTES - APRIL 2024

Minutes of the General Meeting of Whitland Town Council held via Zoom, on Monday 8<sup>th</sup> April 2024

All 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.

The Public Participation session will commence at 7.00pm and will not normally exceed 15 minutes in length. Members of the public are welcome to ask questions or make representations relating to items listed on the agenda only.

Present: Cllrs L Shipton (Mayor), M McDowell (Vice Chair), J Davies-Scourfield, J Blandford, R Davies, E Morgans and A Smith

Also present –The Clerk

The meeting commenced 19.00

**2024/04 200 To accept apologies for absence-** Cllrs S McDowell, R Jones, A Cornick, and D Rutter

**2024/04 201 To acknowledge any declarations of interest, as per the Code - none**

**2024/04 202 To Receive the Minutes of the Meeting Held on the 11<sup>th</sup> March 2024**

It was proposed and seconded that the Minutes of the meeting held on the 11<sup>th</sup> March 2024 be accepted as a true record of the meeting. Vote taken – all Cllrs eligible to vote in full agreement.

**2024/04 203 Matters Arising from the Minutes – None**

**2024/04 204 To Receive the Extraordinary Finance Minutes of the Meeting Held on the 28<sup>th</sup> March 2024**

Prior to any proposal being made the Clerk answered any questions raised by Councillors not present at the meeting held on the 28<sup>th</sup> March 2024. It was proposed and seconded that the Minutes of the meeting held on the 28<sup>th</sup> March 2024 be accepted as a true record of the meeting. Vote taken – all Cllrs eligible to vote in full agreement.

**2024/04 205 Matters Arising from the Minutes –**

- The Clerk confirmed that a meeting will be held with the Officers of the Ten Town Steering Group.
- The Clerk confirmed that an amended Invoice has been requested relating to the Community Website Housing and has requested that the Volunteer who manages the site contact her to discuss such.
- The Clerk advised that during the meeting she had advised that she had concluded her FiLCA training and gained a pass. Whitland Town Council now have a Clerk who is qualified in administrative and finance processes and procedures for Local Councils.

**2024/04 206 To acknowledge and approve the Bank Reconciliation**

|                                |   |                  |     |
|--------------------------------|---|------------------|-----|
| <b>Cash Flow</b>               |   |                  |     |
| <b>31.01.2024 - 31.03.2024</b> |   |                  |     |
| Balance                        | £ | <b>56,359.71</b> | B/F |
| Payments Made                  | £ | 10,968.15        |     |
| Income Received                | £ | 150.43           |     |
|                                | £ | <b>45,541.99</b> | C/F |

**This represents the end of year balance**

It was proposed and seconded that the above figures represent the year-end/year-start figures. Vote taken – all Cllrs in full agreement.

**2024/04 207 Planning Application(s) Received - None**

**2024/04 208 To consider any planning applications received after the publishing of this agenda - None**

**2024/04 209 To consider any planning application Notices received from the Carmarthenshire County Council – None**

**2024/04 210 To consider any correspondence received –**

- Email received advising of the training sessions being offered by One Voice Wales
- Email received inviting all Cllrs to attend the AGM of the Parc Dr Owen Committee (12.04.2024). The Clerk to attend.
- Email received inviting the Mayor to open the Bowling Green for the 2024 season (12.04.2024) – It was confirmed that Cllr Shipton will be honoured to attend.
- Email received inviting the Mayor to attend the Dyffryn Taf Annual Prize Giving Ceremony for the presentation of the Whitland Town Council Award for Achievement in Design Technology. (11.04.2024) - It was confirmed that Cllr Shipton will be honoured to attend.

**2024/04 211 To Receive Any Reports from Working Parties**

Grounds Management Working Party  
Cllr Shipton reported –

- The lock on the men's public toilet door has been repaired.
- The ladies' toilets were left in a state with the bin being filled with water and the toilet holder damaged due to being kicked. This has now been rectified and is being monitored – if it continues the toilets will have to be locked again.
- It has been reported that the drains to the men's toilets are taking a longer time to drain – this will be monitored and if required Prowaste requested to carry out a survey of possible damage.
- Whitland Town Council have been offered a tree to be used at Christmas, free of charge, it is very large and the Council need to consider if such would be suitable. Cllr Shipton to send photographs to all Cllrs.
- It has been reported to both Dyfed Powys Police and Network Rail Police that youths are playing on the train tracks and the station. The persons concerned have been visited by the Police and spoken to regarding the dangers of playing so close to the rail tracks. If anyone witnesses such please ring 999 immediately due to possible danger to life.
- The drain to the North of North Street is overflowing and flooding the road. The Clerk to report such to Carmarthenshire County Council.

**Action Tracking of matters appertaining to Whitland Town Council Grounds Working Party –**

- *Update relating to the granting of the proposed Lease at Parc Dr Owen for land to house the community play park (Phase 2 funds being held by Carmarthenshire County Council until the Lease is in place) Confirmation received that the draft Lease had been received from Redkite Law but there were a couple of clauses that required alteration/calification. Once the Council's Solicitor has received a response from the Parc's Solicitor the Clerk will advise accordingly.* The Clerk reported that an Email had been received from the Council's Solicitor advising that the Trustees of the Parc had, on the advice of their Solicitor, signed the draft Lease but unfortunately this document has not been approved by the Council's Solicitor nor the Council. Further information is awaited.
- *Update relating to the site visit by Carmarthenshire County Council Officers and the assessment of the problematic drains along St Johns Street (agenda item 2024/02 172) It was agreed that there is a problem with water pooling in certain areas along St Johns Street and the Officer who attended the site has agreed that several additional drains will be installed along the drain route. These works to be carried out in the next financial year. Nothing further to report at this time.*
- *Update relating to the forthcoming pressuring washing and tree maintenance at Pocket Park. A local firm has agreed to provide one day's free pressure washing, once the site has dried up. It is too wet to do any work at present. Nothing further to report at this time.*

**2024/04 212 To Receive Reports from Council Representatives of Outside Bodies**

Ten Towns – LEADER Funding  
The Clerk reported -

- The business plan and projected figures have been forwarded to the Carmarthenshire County Council Officers for their consideration and feedback.
- A meeting to be arranged with the Officers and the Clerk to discuss such.

The Clerk requested off the Council what actions should be taken if the Officers advise that this project cannot be taken forward. The Council agreed that this is the final project that the Town Council wish to take forward and should the feedback be such that the application process should cease the Town Council and Clerk will afford all support to the Town Hall to apply to cover all remaining grant monies.

It was proposed and seconded that the Clerk write to the Town Hall Committee requesting to attend their next meeting and further open the lines of communication between the Town Hall Committee and the Town Council. Vote taken – all Cllrs in full agreement.

**2024/04 213 To receive the report from the Development Officer**

- Defibrillator training arranged for the 22<sup>nd</sup> April 2024 – 6.30pm in the Whitland Town Hall – posters available from the Clerk
- Following a poll on Facebook it was concluded that businesses within Whitland consider that they would benefit from a ‘networking’ day. An event where business can communicate, face-to-face with other businesses within the Whitland area, for members of the public to attend and see what businesses/services are on their doorsteps.

**2024/04 214 To consider the Whitland Town Council returning to face-to-face meetings – during the pandemic, there were several changes in the Law which permitted Town and Community meetings to be held multi locational. Whitland Town Council to consider to either:**

- **Continue to hold meetings via Zoom only**
- **Hold face-to-face meetings every month**
- **Hold face-to-face meetings every other month**

As per s47 of the Local Government and Elections (Wales) Act all meetings will offer remote access to members of the public and Councillors if they would prefer or are unable to attend face-to-face.

Following a short discussion it was proposed and seconded that Whitland Town Council hold face-to-face meetings three times a year, or if considered beneficial, in May (Annual Meeting) September (return following the summer break) and December (setting of the budget and precept), and as per s47 of the Local Government and Elections (Wales) Act all meetings will continue to offer remote access to members of the public and Councillors if they would prefer or are unable to attend face-to-face. Vote taken – all Cllrs in full agreement.

**2024/04 215 Considerations for discussion at the next meeting**

- The planting of wild flowers along the verge by Pocket Park.
- Vehicles continuing to speed along Velfrey Road, despite the 20mph restrictions.
- To invite the PCSO’s to the June 2024 meeting.

May meeting to be held on Monday 20<sup>th</sup> May 2024 in the Whitland Town Hall at 7pm.

Zoom link available upon request to the Clerk.

Meeting closed 20.10