

You are hereby summoned to attend the September General Meeting of Whitland Town Council to be held via the medium of Zoom, on Monday 14th October 2024, at 7.00pm. The business to be considered is as set out in the agenda below.

M. Foster.

Financial Officer/Clerk to the Council (08.10.2024)

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.

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

2024/10	79	To accept any apologies for absence.
2024/10	80	To receive any declarations of office
2024/10	81	To acknowledge any declarations of interest, as per the code
2024/10	82	To receive the minutes of the meeting held on the 9 th September 2024
2024/10	83	Matters arising from the minutes – information only
2024/10	84	To minute any comments made by members of the public attending the meeting
2024/10	85	To acknowledge and approve any account(s) for payment
2024/10	86	To consider the bank reconciliation and the financial information appertaining of the Whitland Town Council – see finance report
2024/10	87	Planning application(s) received – none as of 8 th October 2024
2024/10	88	To consider any planning application notices received from the Carmarthenshire County Council

2024/10 89 To consider any correspondence received

- 2024/10 90 To receive any minutes from committees:**

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- Lease for play area - Parc Dr Owen. The Lease has been finalised in favour of the Whitland Town Council. Redkite law's account has been paid in full which will cover the Parc's legal and surveyors' fees.
- The installation of the play equipment at Parc Dr Owen – Phase two has been completed and is proving a great hit. All invoices have been paid and the Section 106 grant monies applied for 16.09.2024 (payment chased 07.10.2024 Payment expected Friday 11.10.2024)

- Personnel Committee – Meeting held 16th September 2024

To receive the Minutes of the Personnel Committee Meeting

2024/10 91 To consider increasing the Clerks hours to 21 a week (from September 2024 already worked as overtime) to the End of January 2025

To ensure Whitland Town Council remains compliant and informed of legislative changes, the Clerk's responsibilities to the Council are expanding. Consequently, the Clerk will need additional hours to manage the increased workload.

2024/10 92 To consider The Employment of a Manager for the Studio, Whitland or for the Clerk of the Council to take on the responsibilities of the building.

The Studio will be a valuable community asset, owned by Whitland Town Council. Scheduled to open on 3rd February 2025. Prior to such it will undergo a complete refurbishment to include modern, state-of-the-art facilities. The updated space will be transformed into four distinct areas, along with a kitchen and toilet facilities.

A manager is required to draw up all the relevant paperwork, hiring agreements, ensure that all relevant policies, procedures and risk assessments are carried out and to start to promote the building prior to the opening.

- Finance and Policies – Meeting held 16th September 2024

To receive the Minutes of the Finance Committee Meeting

2024/10 93 To consider Whitland Town Council applying for a debit card, linked to the Council's current bank account.

2024/10 94 To Receive Reports from Council Representatives Of Outside Bodies:

- One Voice Wales
- Parc Dr Owen Committee – Cllrs Rutter and Shipton – A meeting has been requested.
- Whitland Town Hall Committee – Cllr S McDowall
- Air Cadets – The Clerk
- Schools – Cllr A Cornick and the Clerk

2024/10 95 To receive the Development Officers Report

2024/10 96 To consider the prices received regarding the installation of additional Christmas Lights along St John Street.

Following a recent site visit attended by the Council's electrician and several Cllrs, the electrician prepared a schedule of works and prices for the Council to consider regarding additional icicle type lights along St John Street.

2024/10 97 Considerations for discussion at the next meeting