



MINUTES - November 2024

Minutes of the General Meeting of Whitland Town Council held via Zoom, on Monday 11th November 2024

All documents were 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.

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), J Davies-Scourfield, E Morgans, A Cornick, L Smith, A Smith and the Clerk

Cllr R Jones joined the meeting after agenda item 2024/11 107

The meeting commenced 19.0

Agenda

2024/11 97 To accept any apologies for absence - Cllrs M McDowall and S McDowall

2024/11 98 To acknowledge any declarations of interest, as per the Code - None

2024/11 99 To receive the minutes of the meeting held on the 14th October 2024

Prior to the Minutes being accepted Cllr Davies-Scourfield read out an amendment to Minute 2021/10 92

Following a lengthy discussion and consideration of advice received from One Voice Wales and Carmarthenshire County Council legal department, the Clerk be offered up to 12 hours a week to cover the initial management and setting up of the Studio from December 2nd 2024 until 31st March 2024, to enable the Whitland Town Council to ensure that all the relevant paperwork and arrangements are in place for the proposed opening of the Studio on the 3rd February 2025 and the initial management thereof.

The Council will then be able to assess what hours will be required by the Studio Manager. The recruitment process to commence April 2025

The above amendment was proposed and seconded. Vote taken: Carried with a majority of Cllrs in favour of such.

Taking into account the above amendment, it was proposed and seconded that the Minutes of the meeting held on the 14th October 2024 be accepted as a true record of the meeting. Vote taken – all Cllrs eligible to vote in full agreement.

2024/11 100 Matters arising from the minutes – none

2024/11 101 To minute any comments made by members of the public attending the meeting - None

2024/11 102 To acknowledge and approve any account(s) for payment

The transactions as listed below are acknowledged and approved by Whitland Town Council.

INCOME -			
23/10/2024		£ 20.00	Stall
22/10/2024	HMRC VAT	£ 6,921.38	Rebate
18/10/2024		£ 20.00	Stall
15/10/2024		£ 20.00	Stall
14/10/2024		£ 27.50	Stall & Electric
11/10/2024	CARM.CC. CRED ACCT	£ 92,895.56	Grant
		£ 99,904.44	
<u>To Be Approved/Acknowledged</u>			
08/10/2024	MALCOLM WRIGHT , DEPOSIT FOR CHRISTMAS DISCO	£ 50.00	Festive Delegated
08/10/2024	Sweet Home Alpaca , CHRISTMAS 2024	£ 240.00	Festive Delegated
08/10/2024	AC-DC (PEMBS) LTD , SEPT 8223	£ 24.00	Contract
08/10/2024	HMRC CUMBERNAULD PAYE and NI	£ 2,428.14	Contract
08/10/2024	ROBTHOMAS-CONTRACT, 2024 6 OF 10	£ 660.00	Contract
08/10/2024	DAVIES BUILDERS	£ 35.92	Clerk
11/10/2024	B and Q , Halloween	£ 44.52	Festive Delegated
11/10/2024	Clerk- Travel sept clerk	£ 50.90	contract
11/10/2024	PRICE & KELWAY LIM - The Studio and Legal Costs	£ 90,955.00	Minuted - Grant
16/10/2024	Amazon , D O paper and card	£ 40.98	Clerk
16/10/2024	Amazon , Stationary	£ 111.85	Clerk
29/10/2024	AC-DC (PEMBS) LTD , OCT 8373	£ 28.80	Contract
29/10/2024	ALLSORTZ , STATIONARY DO	£ 19.95	Grant
29/10/2024	ALLSORTZ , STAT X CLEAN WTC	£ 19.39	Clerk
29/10/2024	CLERK OCTOBER	£ 1,825.90	Contract
30/10/2024	ID MOBILE LIMITED	£ 26.96	Contract
31/10/2024	D O OCTOBER	£ 799.86	Contract
31/10/2024	CLEANER OCT	£ 316.26	Contract
		£ 97,678.43	

2024/11 103 To consider the bank reconciliation and the financial information appertaining of the Whitland Town Council

Cash Flow			
07.10.2024-30.10.2024			
Balance	£	31,724.59	B/F
Payments Made	£	97,678.43	
Income Received	£	99,904.44	
	£	33,950.60	C/F

It was proposed and seconded that the bank reconciliation be accepted as a true representation of the Council's finances up to the 31.08.2024. Vote taken – All Cllrs in full agreement.

2024/11 104 Planning application(s) received – None

2024/11 105 To consider any planning application notices received from the Carmarthenshire County Council - None listed with Carmarthenshire County Council Planning Department.

2024/11 106 To consider any correspondence received

- Email forwarded to all Cllrs outlining training being offered by One Voice Wales

- Various Consultations Email to all Cllrs for their consideration
- Email received advising of the Narberth and Whitland Rotary Santa Stroll for 2024 on the 8th December 2024 Email received from Pembrokeshire County Council advising of the Local Development Plan 2 – Consultation regarding caravan and chalet landscaping.
- Consultation received from Carmarthenshire County Council appertaining to its continued adoption of the (Dog Control) Public Spaces Protection Order 2016 – To continue/change or remove
- Whitland Development Officer is offering a free First Aid course on the 25.11.2024 at 6pm in the Town Hall – this is a two year accredited qualification.
- Cow Pots have kindly donated a Christmas Tree to the Town this Christmas – this will be erected on 18.11.2024

2024/11 107 To receive any minutes from committees:

- Grounds Management Committee– no meeting held (for information only)
 - Grant application made regarding the painting of the public toilets – Painting commenced
 - 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 (Following further correspondence - Payment now expected Friday 08.11.2024
 - The cleaning of the drains to various areas by Carmarthenshire County Council
 - Any up dated information as to when the Carmarthenshire County Council will be carrying out street cleansing and painting along St John Street. – No updates as of 11.11.2024

The Clerk advised the Council that the Tree Survey is now due (carried out every two years on trees that exist on land in the management of Whitland Town Council). Cllrs confirmed that they had received the quotation. It was proposed and seconded that the Clerk request the mandatory Tree Survey to be undertaken at a cost of £505.05 (Plus VAT). Vote taken – All Cllrs in full agreement.

It was brought to the Council's attention at a multi-Agency meeting was to be held 15.11.2024 to discuss various matters including the increase of anti-social behaviour within the Whitland area. The Clerk confirmed that she had not received an invite nor any information regarding the meeting, despite the fact that a large portion of the unwanted behaviour is on land in the management of the Whitland Town Council.

It was proposed and seconded that the Clerk write to the Police and Crimes Commissioner requesting information as to what measures are being taken and what can be done to alleviate the anti-social incidents within the Whitland Area. Vote taken – All Cllrs in full agreement.

2024/11 108 To set a date for the Finance Committee Meeting – To consider the new model Financial Regulations and the 2025/2026 Draft Budget. To be a face to face meeting with Zoom access.

It was proposed and seconded that a meeting of the Finance Committee be held on 03.12.2024 at 6pm in the Town Hall, with Zoom access, to discuss the 2025/2026 Draft Budget and the new model Financial Regulations. Vote taken – All Cllrs in full agreement.

Council was reminded that this will be a committee meeting with access to any members of the public or Cllrs who are not on the Finance Committee.

2024/11 109 To Receive Reports from Council Representatives Of Outside Bodies:

- One Voice Wales – Nothing to report
- Parc Dr Owen Committee – Cllrs Rutter and Shipton – A meeting has been requested with the Parc's Committee but no contact has been received from its secretary to date.
- Whitland Town Hall Committee – Cllr S McDowall

In Cllr MacDowall's absence the Clerk read out the report –

The Annual General Meeting of the Whitland Town Hall was held last week and a new Committee has been formed. Members of the Town Hall Committee are also part of the Community Events Working Party which has made the arrangements for the Halloween Disco, switching on of the Christmas Lights and the three-day Community Christmas event happening over the weekend of the 29th November to the 1st December.

- Air Cadets – The Clerk – Nothing to report
- Schools – Cllr A Cornick and the Development Officer

The Development Officer advised the Council that she had attended Ysgol Dyffryn Taf and spoke with the School Council. It has been agreed that all pupils will be invited to design the new Logo to be used for the Studio – Community Building. An outline of the design spec will be sent to the school, the school Council will narrow the designs to the best five or so and then Cllr Shipton, as Mayor of Whitland Town Council, will have the say as to which design is used.

2024/11 110 To receive the Development Officers Report

A Community Events Working Group has been formed with members of the Town Hall Committee, Cllrs, Members of the Chamber for Trade, the development Officer and a representative of the Rugby Club. This group was formed following the requests made during the Summer Craft Drop-in Sessions and the support of Whitland Town Council.

The Group arranged the successful Halloween Disco, music sponsored by the Whitland Dentist Co, with over 50 children from Whitland having fun and joining in the community spirit. It was really good to see the Community coming together and spending a few hours in each other's company.

The next event on the agenda, and has been in the making for several months, is the Community Christmas. A three-day event with something for all the family.

Friday 29th November 2024 – All children are invited to decorate their 'wheels' with lights and lead the parade down St John Street to the Christmas Tree when the lights will be switched on and all can enjoy a cup of mulled wine or something similar.

Saturday 30th November 2024 – A **FREE** event offering over 20 stalls housed in the Town Hall, 5 food vendors housed in the Rugby Club, all day music, magic, snow and more street vendors outside. Along with pet the alpacas and a visit from Father and Mother Claus (2.30pm – 4pm)

Saturday 30th November 2024 (6pm – 8pm) – A children's disco and games in the Rugby Club. Entry £2 (under 3 free) with hot dogs available.

Sunday 1st December 2024 (11.30-12.30) Children's Bingo with an assortment of prizes

Sunday 1st December 2024 (2pm – 4pm) Afternoon tea and singalong. Tickets on sale £5 per person

Sunday 1st December 2024 (6pm – 8pm) Wreath Making – Booking essential – 07886 053831

All proceeds from the two above events will be split between the Whitland Food Bank and Mental Health Awareness in the Youth.

2024/11 111 To consider the 2024/2025 Budget Review

The Clerk gave a very comprehensive breakdown of the 2024/2025 amended Budget (amended February 2024), the Council's spend to date, expected spends to the end of the financial year and expected monies left at the end of the year were all discussed. It was agreed that there were no issues with the 2024/2025 budget in its current format.

Some of the expected money left in the budget headings are accumulation of money for larger projects, repair, renewal or removal of existing Council assets or under items which have to be budgeted for but not necessarily spent. Any money that can be carried over to the 2025/2026 draft budget will be.

2024/11 112 To receive an update regarding the Community Christmas – See agenda item 2024/11 110

2024/11 113 Considerations for discussion at the next meeting

- It was brought to the Council's attention that the NALC have agreed upon the 2024/2025 pay scale uplift. The Finance Committee agreed that they had received the figures relating to the Clerk, Development Officer and Cleaner and that such were correct.

Whitland Town Council acknowledges the Government imposed pay rise of circa 63p per hour, backdated to the 1st April 2024 and to be paid through the PAYE system on the November 2024 pay run.

Cllr Morgans requested that it be Minuted that the Halloween Disco was a fantastic evening, the Rugby Club was decorated by the group and looked very scary. It really was an event which brought the Town together. Many thanks to the Working Group members and the Development Officer for their hard work bringing it all together.

The December 2024 meeting of Whitland Town Council will be a face-to-face meeting with a Zoom link provided.

Date of next full meeting – 09.12.2024 at 7pm

Meeting closed 21.08