



MINUTES - December 2024

Minutes of the General Meeting of Whitland Town Council held in person and via Zoom, on Monday 9th December 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 in person: Cllrs L Shipton (Mayor), J Davies-Scourfield, R Jones, E Morgans, A Cornick, R Davies, S McDowall, L Smith, A Smith and the Clerk

The meeting commenced 19.08 Due to technical difficulties

Agenda

- 2024/12 114 To accept any apologies for absence –** Cllrs M McDowall and D Rutter
- 2024/12 115 To acknowledge any declarations of interest, as per the Code of Conduct –** None noted
- 2024/12 116 To receive the minutes of the meeting held on the 11th November 2024 -** It was proposed and seconded that the Minutes of the meeting held on the 11th November 2024 be accepted as a true record of the meeting. Vote taken – all Cllrs eligible to vote in full agreement.
- 2024/12 117 Matters arising from the minutes –** None
- 2024/12 118 To minute any comments made by members of the public attending the meeting –** None present
- 2024/12 119 To acknowledge and approve any account(s) for payment –**

<u>To Be Approved/Acknowledged</u>			
05/11/2024	SLCC Membership (Apportioned)	£	58.50
05/11/2024	DAVID HARRIES AND , TOILET SUPPLIES	£	23.47
05/11/2024	MALCOLM WRIGHT , WHITLAND DISCO	£	100.00
11/11/2024	CLERK OCT travel	£	50.90
11/11/2024	DO TRAVEL	£	25.45
13/11/2024	Canva licence	£	100.00
14/11/2024	Zoom	£	155.88
18/11/2024	British Legion - Donation	£	150.00
18/11/2024	M and b davies , Painting Public Toliet	£	2,330.00
27/11/2024	Salary and Back Pay	£	1,966.19
28/11/2024	ID MOBILE LIMITED	£	26.96
28/11/2024	T J MORRIS LTD Santas Chocolates	£	23.76
28/11/2024	HOME BARGAINS Santas Chocolates	£	75.24
29/11/2024	Salary and Back Pay	£	1,035.88
29/11/2024	Salary and Back Pay	£	421.37
		£	6,543.60

INCOME -			
	Nat West Interest 2nd Account	£	52.94
29/11/2024	CARM.CC. Toilet Painting Grant	£	1,120.00
29/11/2024	Stall Holder	£	20.00
22/11/2024	Stall Holder	£	20.00
22/11/2024	Stall Holder	£	20.00
22/11/2024	Stall Holder	£	20.00
22/11/2024	Wreath Making (x3)	£	105.00
21/11/2024	Stall Holder	£	20.00
20/11/2024	Afternoon Tea	£	15.00
19/11/2024	Stall Holder	£	20.00
19/11/2024	Stall Holder	£	20.00
18/11/2024	Stall Holder	£	20.00
18/11/2024	Wreath Making	£	35.00
18/11/2024	Stall Holder	£	20.00
14/11/2024	Wreath Making	£	35.00
14/11/2024	Stall Holder	£	20.00
14/11/2024	Wreath Making	£	35.00
13/11/2024	Wreath Making (x2)	£	70.00
12/11/2024	CARM.CC. CRED ACCT 106 Grant Parc Dr Owen	£	23,381.00
12/11/2024	Stall Holder	£	20.00
11/11/2024	Stall Holder	£	20.00
05/11/2024	Stall Holder	£	20.00
04/11/2024	Stall Holder	£	20.00
04/11/2024	Stall Holder	£	20.00
01/11/2024	Stall Holder	£	35.00
		£	25,183.94

The above transactions are acknowledged and approved by Whitland Town Council.

2024/12 120 To consider the bank reconciliation and the financial information appertaining of the Whitland Town Council

Cash Flow			
30.10.2024-30.11.2024			
Balance	£	33,950.60	B/F
Payments Made	£	6,543.60	
Income Received	£	25,183.94	
	£	52,590.94	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 30.11.2024. Vote taken – All Cllrs in full agreement.

2024/12 121 Planning application(s) received – None

2024/12 122 To consider any planning application notices received from the Carmarthenshire County Council

None listed with Carmarthenshire County Council Planning Department.

2024/12 123 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 has been cancelled due to adverse weather conditions.
- Email received confirming Whitland Town Council's renewal of membership with ICO -This has been renewed with the Clerk being the nominated Data Controller
- Email received requesting assistance from Whitland Town Council regarding the matter of vehicles parking and blocking the drop kerb access – Email to be forwarded to Cllr Sue Allen and Carmarthenshire County Council.
- Email received requesting if Whitland Town Council will be erecting Christmas Lights to the St David's' Avenue area. It has been concluded, that at this time, no additional lights will be erected.
- Communication received from the Neighbourhood Policing Team requesting that the Whitland Town Council considered adding further CCTV cameras. The Clerk to seek further information.
- Taff Vally Coaches offer to sponsor the Christmas tree for 2024 and onwards – Following discussions with Taff Vally it was agreed that they would like the Whitland Town Council to continue to source and erect the tree but the business would like to support the local community and pay for the tree direct each year.
- Possible Man shed in Whitland – Consideration to be given for a possible venue for such.
- Tree Survey was due today but postponed due to high winds over the weekend.
- The Studio – Carmarthenshire County Council Officers requesting a meeting to ascertain an update. Meeting to be held on Thursday 12.12.2024 via zoom.

2024/12 124 To receive any minutes from committees:

- Grounds Management Committee– Action Tracking
 - Grant application made regarding the painting of the public toilets – Grant payment received in the sum of £1,120
 - 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 – Grant payment received in the sum of £23,381.00
 - Any up dated information as to when the Carmarthenshire County Council will be carrying out street cleansing and painting along St John Street. No update as of 03.12.2024 – Following a conversation with the Carmarthenshire County council Officers it is now considered that these will be undertaken in the spring 2025.

Cllr Shipton reported:

The public toilets have once again been blocked by rubbish being flushed into the pipe system – Prowaste have cleared the debris and the toilets are open once again.

Cllr Shipton attended the play park, following the high winds, and cleared all the debris these included vapes, used nappies and general waste.

There has been some minor damaged noted to the newly painted walls in the toilet – this will be monitored and the appropriate action taken by the Council.

2024/12 125 To Receive Reports from Council Representatives Of Outside Bodies:

- One Voice Wales – No representative at this time.
- Parc Dr Owen Committee – Cllrs Rutter and Shipton – No meetings have been held.
- Whitland Town Hall Committee – Cllr S McDowall –The Community Christmas was a great success with over 500 people attending the six events held over the weekend.

Following several upsetting posts on Facebook Melanie has revoked her offer to be the Booking Clerk for Whitland Town Hall – this position, like all positions in the Town Hall committee, was not a paid role. A new Booking Clerk has been appointed.

- Air Cadets – The Clerk – no information at this time.
- Schools – Cllr A Cornick and the Development Officer

Cllr Cornick requested that the Whitland Town Council considers a donation to Ysgol Llys Hywel to assist with the 150 years celebrations. It has been agreed previously (July 2024) that the Whitland Town Council will offer to sponsor some type of prize. Discussions to take place with the school regarding such.

The Clerk advised that there is a meeting at Dyffryn Taf on Wednesday 11th to consider the designs for the Studio – To be chosen by Len as Mayor. If any other Cllrs wish to attend, please meet in the car park at 12.35pm. This is a project which has been arranged by the Development Officer and the School Council.

2024/12 126 To receive the Development Officers Report

A first Aid Training Session was held – all attendees commented on what a well worth course it was.

Over the past three months the Whitland Events Group has been working tirelessly to bring the three-day Community Christmas to Whitland.

This was a not-for-profit event with any money raised from the raffle to be split between the Whitland Food Bank and mental health awareness in the youth.

Friday 29th November – The lighting of the tree. Unfortunately, the school had to cancel due to the rain, but after assessing the situation and a group discussion it was confirmed that the lighting of the tree should go ahead and the children, who had decorated their wheels, take part in the parade around town. 15 children attended, lighting up St John street as they rode their wheels towards the tree. They were met by Father Christmas who lit the tree, followed warm mulled wine and squash for the children, free of charge.

Thanks to Bently (Father Christmas), Barry (light technician), PCSO's Sarah and Hefyn along with Cllr Davies-Scourfield for serving the refreshments and Mr Evans for allowing us to use his premises to serve the refreshments from.

Saturday 30th November 2024 – an indoor market with stalls from near and far offering a massive assortment of goods. Outside there was Alpacas, music, magic, fruit and veg, crapes, coffee and SNOW,

Every child received a free gift from Father and Mother Claus, provided by Whitland Town Council. (53 children received a gift).

Even though it was raining over 320 people visited the stalls.

In the evening there was a disco for the younger children with over 20 children enjoying the music, magic and of cause hot dogs and a sweet treat. Massive thanks to Cllr Rhys Davise for the loan of the Rugby Club, free of charge.

Sunday 1st December 2024 – Children's Bingo – what a sight to see 10 children and their carers eyes down waiting for their numbers to be called.

Cream Teas – This was a very much appreciated event by all ages with over 30 persons enjoying their afternoon treats and a sing-song. Thanks to Cllrs Morgans for playing the piano, comments were past that it was 'real music and not played on a machine'. Thanks to Cllrs L and A Smith for meeting and greeting people as they arrived, Cllr Davies Scourfield for washing every cup, saucer and plate that was used along with ensuring that everyone had

enough to drink and Cllr M McDowell for taking all the rubbish and disposing of such in the correct manner.

Wreath Making – this was a very popular event which the Development Officer facilitated, with an outside company offering the opportunity for residents to make their own wreaths. 13 people left with magnificent wreaths with lights, bows and flowers embellishing such. Comments were made regarding the hosting of such with Christmas treats being served to all.

The feedback regarding these events is in the most positive with requests that these types of events be held more often.

I have not forgotten to thank the incredible team that ensured that these 6 events ran smoothly - massive thanks to:

Cllrs Sian and Eleri, Helen and Sophie from the Town Hall and Kirsty from the Rugby Club who have been not only a physical support but emotional as well.

Also thanks to Geraint Morgans for making the signs, Rhian's mum and dad for decorating the Santas grotto and anyone I may have missed out.

2024/12 127 To consider the Finance Committee's proposed draft Budget for 2025/2026

Whitland Town Council - Proposed Budget / Spending 2025/2026				
	Proposed 2025_2026			
	Total Budget	Grant/ Income	C/F	Precept
Gros Wages and Pension Payments	£ 38,225.00		£ 2,000.00	£ 36,225.00
Administration	£ 3,050.00	£ -	£ 117.00	£ 2,933.00
Insurance/Professional subscriptions	£ 5,290.00	£ -	£ 1,500.00	£ 3,790.00
Public Services	£ 8,750.00		£ 1,500.00	£ 7,250.00
Donations	£ 600.00	£ -	£ 450.00	£ 150.00
Grounds Maintenance	£ 25,000.00	£ -	£ 13,500.00	£ 11,500.00
Festivites	£ 6,100.00	£ 500.00	£ 3,150.00	£ 2,450.00
Possible Spends	£ 10,000.00	£ -	£ 4,000.00	£ 6,000.00
The Studio	£ 10,750.00	£ 4,400.00	£ 11,500.00	-£ 5,150.00
None Budgeted from Reserves	£ -	£ -		£ -
	£ 107,765.00	£ 4,900.00	£ 37,717.00	£ 65,148.00

£ 65,148.00	2025_2024	£ 658.00
£ 64,490.00	2024_2025	£ 2,000.00
£ 62,490.00	2023_2024	£ 1,280.00
£ 61,210.00	2022_2023	

Previous Precepts 2024/2025 increase of £658.00

Following consideration and discussion of every budget heading it was proposed and seconded that the above draft budget for 2025/2026 be accepted.

Further information is available on the Website.

2024/12 128 To consider the Model Finance Regulations as prepared by the Finance Committee

Following consideration of all the information provided it was proposed and seconded that the draft Model Financial Regulations be accepted as presented - Vote taken – All Cllrs in full agreement. These are now available on the Council's website.

2024/12 129 To consider the Remuneration Decisions as prepared by the Finance Committee

Each year the Remuneration report is submitted to the Remuneration panel for Wales and publicly displayed on the Website and within Notice boards. In the past it has named each Cllrs and the money received by them, this year no Cllrs names will be on the report, just totals in each determination.

£156 be afforded to all Councillors	Mandatory payment- Cllrs may opt out of receiving such by producing a letter to the Clerk advising of such by 30 th April of the following year.
A payment of £500 for up to three members undertaking a senior role	No payment
To provide a payment of up to £1,500 to the Mayor/Chair of the Council	No payment A budget to be allowed for reimbursement of expenses pre-approved and on production of receipts
To provide a payment of up to £500 to the Vice Chair of the Council	No payment A budget to be allowed for reimbursement of expenses pre-approved and on production of receipts
To pay members an attendance allowance to enable that member to carry out any official duties	To be pre-approved - up to £30 per payment and on the production of a receipt
To pay towards financial loss to members who have attended official duties	No payment
To make payments, for travel costs to enable members to attend approved duties	To be pre-approved and paid on production of receipts
Cost of care or personal Assistance	Mandatory payment - up to £30 per payment and on the production of a receipt

Following consideration of the Finance Committees suggestions it was proposed and seconded that the above decisions be accepted by Whitland Town Council. Vote taken – All Cllrs in full agreement. These are now available on the Council’s website.

2024/12 130 Considerations for discussion at the next meeting

Emergency Items – Due to storm damage

Emergency Space – to open the Town Hall as soon as a weather warning goes out. The Town Hall is apparently an evacuation hub already. The Clerk to put a Notice on the Council’s Website advising that a public meeting will be held in the new year to consider a Town Emergency Action Plan.

The Bus Shelter – A request to be placed on the Council’s website requesting any roofers to come forward and submit a price to repair the Bryngweanllain bus shelter roof. This is not a priority as many roofers will be working on storm damaged dwellings.

In accordance with the Public Bodies (Admission to Meetings) Act 1960 the following agenda items will be discussed under confidential meeting conditions.

- 2024/12 97** For the Clerk to present the information received from the Carmarthenshire County Council Monitoring Officer and One Voice Wales relating to two Emails received by the Whitland Town Council.

Following the receipt of two Emails relating to the same subject, the Clerk sought advice from One Voice Wales and The Carmarthenshire County Council Monitoring Officer. This advice was read to all Cllrs.

- 2024/12 98** To receive a report from the Personnel Committee

Following the sight of an Email sent to several Cllrs a formal grievance has been raised.