Minutes for Whitland Town Council Meeting
13th October 2025
Mayors Parlour Whitland Town Hall

Please note that Audio or Video recordings of full council meetings is not permitted.

All Whitland Town Council meetings are regulated by its standing orders.

Present in person: **Cllrs L.Shipton, (Mayor) J. Davies-Scourfield (Deputy Mayor), A.Cornick, E. Morgans, A.Smith, S.McDowell, A.Seeley K. Thomas, R.Davies**

Rhydian Davies took the oath and was Co-opted onto Whitland Town Council

No Members of the public present

86/2025 To accept apologies for absence

Apologies received from: Cllrs L.Smith, R.Jones, M.McDowell, R.Davies

87/25 declarations of interest

None declared.

88/25 To receive and approve minutes of meeting on 8th September as a true and accurate record

Minutes of meeting held on 8th September 2025 approved

Proposed Cllr Cornick, Seconded Cllr S.McDowell

89/25 Matters arising from minutes

Agreed that Policies and Procedures be carried over to the next meeting

90/25 Acknowledge and approve accounts for payment &
91/25 Bank Reconciliation

It was agreed that £100 be donated to West Wales Action for Mental Health. This was an agreed donation dating back to December 2024 as a result of the Christmas festivities income.

L Shipton

Cllr Davies-Scourfield reported that the paperwork had been prepared and would be submitted to Carmarthenshire County Council to claim the last amount owing (circa £6,000) in respect of The Studio

It was also agreed that £100 be donated to the Whitland Food Bank as this had also been previously agreed but the money had not yet been paid.

Bank Reconciliation and Payments : 08/09/2025 - 10/10/2025			
Current Account	Closing Balance	07.09.25	£ 30,544.66
Deposit Account	Closing Balance	07.09.25	£ 70.65
			£ 30,615.31
Payments to Acknowledge between 8th September 2025 & 10th October 2025			
Jenny Davies-Scourfield (paid on behalf of Whitland Town Council)	HMRC - PAYE		-£ 542.31
Jenny Davies-Scourfield (paid on behalf of Whitland Town Council) - Replaces Q 001701	Electricity - Public Toilets		-£ 158.15
Jenny Davies-Scourfield (paid on behalf of Whitland Town Council)	Postage		-£ 27.20
Jenny Davies-Scourfield (paid on behalf of Whitland Town Council)	Fire Risk Assessment		-£ 432.00
Wages	Wages - September 2025		-£ 1,937.20
Legal Services	Legal Services		-£ 4,000.00
Jamie King	Web Hosting Renewal		-£ 145.00
Rob Thomas	Grounds Cutting		-£ 660.00
Price & Kelway Solicitors	Legal Services		-£ 600.00
Thompsons Solicitors	Legal Services		-£ 480.00
Scottish Power	Electricity - Studio		-£ 118.91
ID Mobile	Mobile Telephone		-£ 28.82
Daisy	Broadband - The Studio		-£ 45.29
			-£ 9,174.88
Income to Acknowledge between 8th September 2025 - 12th October 2025			
Cash Access UK	Rent - The Studio		£ 1,200.00
Molly James	Rent - The Studio		£ 145.00
			£ 1,345.00
Current Account	Closing Balance	10.10.25	£ 22,714.78
Deposit Account	Closing Balance	10.10.25	£ 70.65
			£ 22,785.43
Cheques to Clear:	AC-DC		-£ 28.80
	AC-DC		-£ 28.80
Funds in Hand as at:		10.10.25	**£ 22,727.83**
Payments to Approve:			
Food Bank (Donation from Christmas 2025 Raffle Proceeds)	Donation		-£ 100.00
David Harries & Co.	Public Toilet Supplies		-£ 23.47
AC-DC	CCTV		-£ 28.80
Tindle Newspapers	Advert for Clerk		-£ 105.60
Carmarthenshire County Council	Playground Inspection		-£ 102.00
Jenny Davies-Scourfield (paid on behalf of Whitland Town Council)	Electricity - Public Toilets		-£ 152.69
Jenny Davies-Scourfield (paid on behalf of Whitland Town Council)	Annual Lottery Fee		-£ 20.00
Jenny Davies-Scourfield (paid on behalf of Whitland Town Council)	Printer Ink for WTC Printer		-£ 22.99
			-£ 555.55
Closing Balance			**£ 22,172.28**

Proposed Cllr Cornick **Seconded Cllr Morga**

L Shipton.

92/25 & 93/25 Consider Planning Applications Received from Carmarthenshire County Council

PL/09954 – Land adjacent to Spring gardens, Whitland SA34 0HP
Approval of reserved matters

E-mail submitted by Cllr Morgans in respect of this application. This was read to council.
The E-mail identified certain clauses that can be used when considering and granting planning applications. Namely, Clauses that can benefit local people and make the housing more affordable also clauses that support the Welsh language and Welsh cultural sustainability.

It was agreed that Cllr Morgans Email be forwarded to Carmarthenshire County Council.

PL/09903 Smithfield house, St John Street, Whitland, SA34 0AW,
Consent to display advertisement.

No objections

94/25 To consider any planning application notices received from the Carmarthenshire County Council

PL/09855 – Land adjacent to Spring gardens, Whitland SA34 0HP
Non Material amendment granted

95/25 To Consider any correspondence received

E-mail from Cllr Sue Allen regarding youths damaging manhole cover at Pocket Park. Cllr Shipton suggested that this might have been caused by a vehicle whilst trees were being cut. He also reported that the manhole has been moved back into place.

At this current time Carmarthenshire County Council unable to carry out Inspection of parks, however, they are in the process of hiring another sub-contractor to do this work.

E-mail from Pembrokeshire County Council regarding the National Eisteddfod being held at Llantood in August 2026. In the E-mail they had set a target of £8,500 from Whitland. It was agreed that this was not an achievable target. However, it was agreed that possibly a donation could be made but that further discussion was required.

E-mail received from Urdd Gobaith Eisteddfod asking for donation. It was agreed that no donation should be made unless they organise an event in the Whitland area.

Building Regulations Completion certificate received for The Studio from Carmarthenshire County Council.

Email informing Council that the pads on the defibrillator need replacing (outside Red Kite solicitors) Cllr Shipton making enquiries to resolve this matter.

Email from Carmarthenshire County Council informing council that a new grant is available to fund digital screens for the town.

It was agreed more information was required before a decision could be made.

L. Shipton

96/25 Reports from Committees

Grounds – Cllr Shipton
Whitland Christmas Tree to be donated by Taf valley Coaches. The Acting Clerk has ordered the Christmas Tree.

Personnel – Cllr Davies-Scourfield

Council informed there was one application for the position of Clerk. When the applicants name was identified **Cllrs Cornick & Thomas** declared an interest. The letter of application was read to Council. Cllr Davies-Scourfield stated that an interview would be arranged with the applicant.

Finance – Cllr Davies- Scourfield

Already discussed under banking matters.

97/25 Reports from Council representatives on outside bodies

One Voice Wales – Cllr A.Smith

Cllr Smith reported he had attended the quarterly meeting of OVW last week.

There was a presentation from a community councillor on the importance of a good working relationship between the County Councillor and the Town Council.

On 15th October 2025 the Cost of Living crisis team at OVW are doing a webinar on Low cost festive ideas for families.

Whitland Town Council are legally required to complete a Biodiversity Report/Policy by the end of the year. The OVW contact for this is Rachel Carter

Parc Dr Owen – Cllr Shipton

Cllr Seeley informed Council that is now chairman of the Parc Dr Owen Committee. It was agreed the Cllr Seeley will now replace Cllr Shipton as the Councils representative for Parc Dr Owen.

Whitland Town Hall – Cllrs Shipton & S. McDowell

Nothing to report.

Schools – Cllr Cornick

Cllr Cornick report to council that she had attended the 150th Anniversary celebration at Ysgol Llys Hywel.

L. Shipton.

Whitland Traders Association – Cllr Cornick

"Win Christmas on Whitland" has started. Cllr Cornick reported that double the amount of people are involved this year.

Cllr Cornick had been in touch with a photographer who would provide either a pumpkin patch scene or Christmas scene so local children/families could have their photographs taken. Council agreed that the Mayors Parlour Mayors parlour could be used for this event and that the council would cover the cost of the room.

Proposed Cllr Morgans Seconded Cllr Thomas.

98/25 Discuss Christmas 2025

Christmas lights to be turned on in Whitland on Friday 28th November. Other events to be finalised.

It was also agreed that an events team would be set up to organise and coordinate any future events run by Whitland Town Council.

99/25 Discuss Whitland Town Hall

Representatives from the Town Hall were unable to attend. We will ask them to attend the next Town Council meeting.

100/25 Discuss Mayors Chain

The cost of updating the chain was less than initially anticipated and this was now going ahead as previously agreed by Whitland Town Council.

101/25 Discuss Adverse Weather

It was agreed that a policy needs to be set up.

102/25 Discuss enquiry re council taking over Cemetery at Nazareth Baptist Chapel.

Due to potential cost involved it was unanimously agreed by council that they would not take this on.

Proposer Cllr Cornick Seconded Cllr S.McDowell

103/25 Items to be discussed at next meeting

It was agreed that next year's budget should be discussed but a separate meeting would be required for this.

Flowers to planted by rotary
Discussion on possibly fund raising/donation for National eisteddfod
Whitland Town Hall
Christmas 2025
Environmental Health with regards to replacing litter bins in Whitland

Meeting closed 9pm

L. Shipton

Whitland Town Council

Bank Reconciliation and Payments : 10/10/2025 - 07/11/2025

Current Account	Closing Balance	10.10.2025	£	22,714.78
Deposit Account	Closing Balance	10.10.2025	£	70.65
			£	**22,785.43**

Payments to Acknowledge between 10th October 2025 & 7th November 2025

Jenny Davies-Scourfield (paid on behalf of Whitland Town Council)	Expenses	-£	195.68
David Harries and Co	Toilet Rolls	-£	23.47
Scottish Power	Electricity - Studio	-£	118.91
HMRC	Tax/NI	-£	1,211.89
Donation to WWAMH	Donation	-£	100.00
Tindle News	Advert	-£	105.60
CCC	Park Inspections	-£	102.00
ACDC	CCTV	-£	28.80
ACDC	CCTV	-£	28.80
ID Mobile	Telephone	-£	28.82
Wages	Wages	-£	285.12
Daisy	Broadband - The Studio	-£	45.29
		-£	**2,274.38**

Income to Acknowledge between 10th October -7th November 2025

Cash Access UK	Rent - The Studio	£	600.00
Molly James	Rent - The Studio	£	145.00
		£	**745.00**

Current Account	Closing Balance	7.11.2025	£	21,185.40
Deposit Account	Closing Balance	7.11.2025	£	84.63
			£	**21,270.03**

Cheques to Clear:

Food Bank (Donation from Christmas 2025 Raffle Proceeds)	Donation	-£	100.00

Funds in Hand as at:	7.11.2025	**£**	**21,170.03**

Payments to Approve:

ACDC	CCTV	-£	28.80
Jenny Davies scourfield	Expenses	-£	365.65
All Sortz	Cleaning products	-£	28.07
David Harries and Co	Toiler Rolls	-£	46.94
Rob Thomas	Grass cutting	-£	660.00
Rob Thomas	Grass cutting	-£	660.00
		-£	**1,789.46**

Closing Balance	**£**	**19,380.57**