



Minutes of the meeting of Whitland Town Council held on 2nd September 2018.

Present were Cllrs Frank Connor-Hughes (Chair), Barry Chapman, Sue Allen, Rob Morgan, Len Shipton, Raymond Jones, Gabriela Poore. Councillors Jonathan Blandford and Sian Davies attended as their first meeting.

For this meeting the Deputy Clerk Mrs. Vicky Mitchell recorded proceedings in the absence of the Clerk.

1. **Apologies.** These were received from Cllrs Ron Jenkins and Tanya Croston-Evans. Clerk Mrs. Suzanne Davies.
2. **Declarations of interest** were made regarding certain candidates for the co-option of Councillor. These were noted by the Deputy Clerk.
3. **Minutes of the previous meetings** on 2nd July and 12th July had been circulated, and were reviewed. Some amendments were proposed and agreed as follows: 2nd July: 5d – Clerk to forward template to Councillors; 6c: Further action from Clerk for CCC form and quotes for grass cutting. Before October meeting; 2nd July – at item 10 ‘Council could not agree on the process to follow in the meeting due to a lack of policy at that time.’ **Clerk.**

12th July: It was accepted that a point of order was raised several times by Cllr Allen during this process.

4. **Bank account balances:** Current account £16,278.61 and deposit account £3,003.07. It was requested that from the next meeting the Clerk provide more detailed financial information on a regular basis.
5. **Actions from previous meetings.** The Clerk had requested completed interest declaration forms, but Councillors were unclear as to what information needed providing. The **Deputy Clerk** offered to provide a template as used by other local councils to all Councillors.
6. Correspondence:
 - One Voice Wales August newsletter. This was acknowledged.
 - One Voice Wales AGM notification. This was acknowledged.
 - Letter from a resident regarding possible danger to the public, trespass, nuisance and aggression. This was read out to the meeting, and discussed.

Signed by Chair

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Cllr Allen stated she had requested double yellow lines to reduce the dangerous parking issue, and has spoken to the club regarding no longer playing against the boards. The Council noted that the gate area is lower than the adjacent fencing, so could be netted to reduce the likelihood of stray balls. They also noted that the cricket club is able to use the rugby club car park, and that parking has improved since a sign was erected. It was suggested and unanimously agreed by a show of hands that the **Clerk** should write to the Cricket Club, requesting that all reasonable measures, including netting and litter picking, be taken. **Clerk** to also write to the resident concerned.

At this point the Chair welcomed two of the recently co-opted Councillors to make their declarations, and sign them.

- Defibrillator. It was reported that Red Kite had given permission for it to be placed on their wall. This was discussed, and it was agreed by all to purchase one and then go out to tender for an electrician to fit it. **Clerk** to order unit. *Query – undecided who would pay for unit?*
- Town and Community newsletter. This was acknowledged.
- Care of Whitland Abbey ruins. This was discussed in conjunction with an email from Llanboidy CC regarding the ruins. It was stated that the insurers had said they would not cover the ruins since they were not in the WTC area. Cllr Allen had received a statement from solicitors that if a lease agreement was drawn up with the Diocese, then they could be covered – legal boundaries would be irrelevant. The Diocese had agreed to cover the cost for drawing up the lease, and there would be a cost of £150 per annum from WTC to them for its duration. Council requested that this information be passed to the **Clerk**, who should contact the insurers to find out any extra insurance charge in this situation. **Clerk** also to arrange a site meeting with CCC officers regarding a sign to be placed 20metres from the junction, before the next meeting.
- Vehicles to rear of Whitland RFC. These were reported as having been moved.
- Abba Loos. It was reported that several companies had been approached regarding toilet provision. Abba Loos was the only one to provide a quote. After discussion it was agreed that all Councillors should consider what alternatives they are, and it be discussed in the October meeting.
- Walking routes. This was discussed in conjunction with the Rights of Way initiative. It was reported that the walking group regularly used these routes, and litter picked to maintain them. If there were signs that needed replacement, then if these could be supplied by CCC, the walking group would ensure they were erected. It was unanimously agreed that a letter of thanks should be sent to the walking group for their work and assistance. **Clerk**.
- Letter regarding Give Way sign. The meeting was informed that historically the access had been for the farm, and therefore the Give Way sign was placed in accordance with that right of way, and after a feasibility

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study and consultation had been done by CCC regarding the location. Cllr Allen had also requested speed monitoring to be done. The **Clerk** was requested to reply briefly to the complainant, *and to track down the original complaint (July-September 2017 time) for the October meeting.*

- Letter regarding internal audit from WAO. This was read out to the meeting. It was decided that henceforth the Council should aim to follow the criteria included in it as best practice.
- Letter from Carmarthenshire Federation of YFCs. It was decided that the **Clerk** should send a letter stating that WTC regularly support the local YFC with donations.
- Clerk magazine. This was acknowledged.
- Review of electoral arrangements for Carmarthenshire. The revised arrangements proposed the official name in Welsh be Hendy-gwyn ar Daf.

7. **Planning Applications.** None had been received to be reported to the meeting.

8. **Invoices for consideration.** These were all accepted by the Council, and unanimously agreed by a show of hands. Cllr Connor-Hughes requested that a policy be provided to guide the use of the Mayor's allowance, which the **Deputy Clerk** agreed to do before the next meeting.

9. **Co-option of new Councillor.** There had been three applications. A number of declarations of interest were made, and those Councillors did not include the relevant people in their consideration. The applications were reviewed by those present, and a paper vote was carried out. There was no clear decision, and so a second round of voting was carried out using a show of hands. As a result it was agreed that Rebecca Hartt was declared the successful applicant, and would be invited to attend the next meeting.

10. **Clerk's letter.** The Chair then read out the letter of resignation from the Clerk. This was accepted, and it was agreed by all that the **Deputy Clerk** should send a letter thanking her for her work.

At this point it was resolved that the public should be excluded from the meeting on the grounds that the following item involved the likely disclosure of exempt information as defined by Part 1 of Schedule 12A of the Local Government Act 1972.

The Deputy Clerk then left the room, whilst the meeting discussed the appointment of a new Clerk. The Deputy Clerk returned and was informed that the Council were willing to offer her the role, and a brief discussion was held on various details. It was agreed that her appointment subject to terms and conditions being agreed should commence 1st October, with a probationary period until 31st March 2019, and the handover of information and documents taking place during September. The **Deputy Clerk** should supply a draft contract for consideration by the next meeting.

Standing Orders were then suspended as the meeting had passed 9.00pm. Cllrs Rob and Raymond left the meeting.

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11. **County Councillor's report.** Cllr Allen reported that there would be a live streamed presentation regarding the Hywel Dda changes on 26th September. She also provided a 'supported lodgings' poster for display within the community. She reported that Cllr Peter Hughes-Griffiths was co-ordinating plans for Whitland to be a Town of Culture in 2019, and that there was to be a public meeting on 18th September.

12. **CCTV.** There was disagreement over whether the ongoing issues of the earth wire had been resolved in Enigma. In order to get the system up and running it was agreed unanimously that the **Clerk** should contact the company one last time to resolve and switch on the system with the unit on Enigma, but if this was not possible, then to contact the offered alternative promises and install there.

13. **McMillan Coffee Morning.** It was agreed that WTC should host this on Saturday 29th September in the Memorial Hall, and that Cllr Poore co-ordinate the produce, administration etc.

14. **Wifi.** Cllr Poore reported on progress to the meeting, and it was agreed that once everything was sorted the contract could be signed by the Clerk and (*/or*) Chair.

15. **Christmas festivities.** After a brief discussion it was agreed to hold the light switch-on ceremony on Saturday 1st December. A subcommittee composed of Cllrs Allen, Poore, Davies, Chapman, Connor-Hughes and Croston-Evans be formed to decide on the details, but that all spending decisions would be passed to the full Council meeting to make.

At this point it was agreed that the meeting should finish and that the remaining items should be dealt with in the October meeting. It was also requested that the new Clerk should review the format, style and content of the agenda in order to reduce the length of meetings, and ensure that topics were raised and dealt with in a more timely fashion if possible.

It was agreed that the next meeting should be held on October 1st, in the Mayor's Parlour, starting at 7.00pm.

The meeting closed at 9.45pm.

Signed by Chair

Date
