



Clerk - Whitland Town Council,
Estia,
Pendine,
Carmarthenshire.
SA33 4PS.

Email: clerk@whitlandtowncouncil.co.uk

To the Councillors, Whitland Town Council

You are summoned to attend a meeting of Whitland Town Council to be held in the Mayor's Parlour, Whitland Town Hall, Whitland, on Monday 4th February 2019, starting at 7.00pm. The business to be transacted is as set out in the agenda below.

Vicky Mitchell – Clerk

- 1. To accept apologies for absence.**
- 2. To disclose personal and pecuniary interests** in the items listed below.
- 3. To review and agree the minutes of the previous meeting** on 21st January 2019. Minutes to be signed as a true record.
- 4. Clerk's report.**
- 5. To receive following information and decide further actions as required:**
 - a) Whitland Abbey ruins lease.
 - b) Wifi – report on progress. Agreement for signing (email 17-1-19).
 - c) Whitland Town of Culture 2019
 - d) Taf Valley Tigers sponsorship request.
 - e) Nasareth Cemetery – Clerk summary.
 - f) Play Grant working party report
 - g) River Gronw request for financial assistance.
 - h) Trees Pocket Park.
 - i) Training.
 - j) Grass cutting tender.
 - k) Electrician tender.
- 6. To discuss new items of business:**
 - a) Level crossing work
 - b) Junior forum/council.
 - c) Financial Regulations – adoption if acceptable.
 - d) WAO email with internal auditor report – 23-1-19. Consider changes to internal audit arrangements.
 - e) Mayoral donations
 - f) Litter pick.
- 7. To receive County Councillor's report.**
- 8. To receive financial report including invoices for consideration:**

Spreadsheet to be circulated in meeting of expenditure, bank balances etc. Latest bank statements made available.

Invoices for consideration:

Clerk's salary and expenses for January .
John Lewis salary and expenses for January.
HMRC – tax payment for quarter - £952.45
Abba Loos – hire for January and February - £141.00 (email 10-1-19)
Whitland Town Hall – hire of room for 2019 (Jan to Dec inclusive) - £600.00
Eagle signs – Bryngwenllian sign emergency access only - £30.00
Kevin James – invoice start of January – queried – no response so chased 23-1-19
City Illuminations – Christmas light display - £4800.00 (2 invoices)
EDF energy – electricity for toilet - £20.00 direct debit for January
XLN business services CCTV line - £34.74 direct debit for January
Llewelyn Davies – payroll services - £23.00 direct debit
Rob Thomas - grass cutting for previous month - £420.00 direct debit
ICO – Data protection - £35.00 – direct debit.
HMRC - tax payment for April to June - £509.62– not previously listed payment.
Christmas appreciation - £100.00 – not previously listed payment made.
Shrubs bought spring 2018 by John Lewis – not previously listed - £10 payment made.

9. To receive planning reports:

None received at date by agenda.

10. To receive correspondence for information:

- CCC Recycling consultation. Email circulated 23-1-19
- Wales Audit Office reports on audit 2017-18. Email circulated 23-1-19
- CCC celebration of culture nominations – Email circulated 26-1-19

11. Items for next meeting.

12. To confirm date of next meeting – 4th March 2019, Mayor's Parlour, 7.00pm.