



Minutes of the meeting of Whitland Town Council held on 4th February 2019.

Present: Cllr Barry Chapman (Chair); Cllrs Ron Jenkins MBE, Richard Davies, Mathew McDowall, Raymond Jones, Len Shipton, Jonathan Blandford, Gabriela Poore, Ffion Scourfield and County Cllrs Sue Allen.

Cllr Chapman welcomed everyone to the meeting.

To accept apologies for absence. None were received.

To disclose personal and pecuniary interests in the items listed below. Cllrs Scourfield and Allen declared a personal interest in the CCC consultation on no parking restrictions opposite Dyffryn Taf High School. Cllr Scourfield because it concerned a close relative, Cllr Allen for personal association with applicant.

To sign minutes of the previous meetings on 21st January 2019. These had been previously circulated. They were accepted as a true record and duly signed – proposed by Cllr Allen and seconded by Cllr Scourfield agreed by all.

Clerk's report. This had been previously circulated. The Clerk highlighted that the defibrillator unit was still awaiting installation – it was agreed she could approach local electricians directly until the job was completed.

To report on matters arising from previous minutes and decide further action as required.

- Whitland abbey ruins lease – this was still awaiting final checks by the solicitor. The Diocese had in the meantime agreed to have the sign indicating the ruins installed.
- Wifi – Cllr Poore gave a brief report on progress in completing the installation. It was agreed that the official agreement should be signed, which the Chair duly did.
- Whitland Town of Culture. Cllrs Davies, Shipton and Allen would organise a meeting soon to co-ordinate events throughout the year. Other interested parties who could be approached included the WI, Merched Y Wawr, Tabernacl. Potential events mentioned included a coffee morning organised by CCC, a concert in the Dairys Club, a common walk with local trained storyteller, an exhibition in the Memorial Hall on local agricultural history.

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Cllr Poore it was agreed should meet with an Observer reporter to explore the possibility of a brochure for the town.

- Taf Valley Tigers sponsorship. The Clerk read out the details of this and it was discussed. It was decided that with regret the Council would decline the invitation to sponsor on this occasion.
- Nasareth Cemetery. The Clerk had circulated a report on this, which was discussed. The Clerk also stated that she was in ongoing dialogue with the Deacon on this matter. After discussion it was agreed that more information was needed on costs and whether the cemetery could be self-funding. The Clerk would report back.
- Play Grant working party. Cllr Poore gave a summary report on progress, and samples of the map artwork style were circulated. It was agreed to go for one of the contractors, and that the working party would meet with them to discuss the detailed content. Various locations for the map were discussed. The Clerk also provided information on the website costs, which were accepted.
- River Gronw request for financial assistance. After further enquiries by the Clerk the Parc Dr Owen Committee had decided to withdraw their request, as they were looking at other options.
- Trees in Pocket Park. The quote to deal with these was discussed, and it was agreed to delay having the work done for a couple of months. It was agreed that the wall near the ruins be cut so that the sign could be installed.
- Training. The clerk reported on the arrangements being made for the Code of Conduct training session in March, and that various neighbouring councils were being approached to see if they wished to send anyone.
- Grass cutting tender. The completed tenders were opened and discussed. It was agreed after consideration to select one of them, and the Clerk was asked to contact all accordingly. It was also agreed that the Clerk should contact the Land Registry regarding formalising the ownership of the Trevaughan area.
- Electrician tender. The completed tender was opened and discussed. It was agreed after consideration to select this one, and the Clerk was asked to contact accordingly.

New items of business.

- Level crossing work. Network Rail had provided an updated listing of closure times, and assurance that access would be maintained as much as possible. The Council would monitor this.
- Junior forum/council. This would be deferred to the March meeting.
- Financial regulations. The model version provided by OVW had been reviewed by the Policy Working Party, and the Clerk had circulated the revised version to all. It was agreed by all that these should be adopted by the Council after a few minor typos had been removed – proposed Cllr Jenkins MBE, seconded Cllr Allen.
- Wales Audit Office information on external audit and internal audit. This had been circulated. In the light of recommendations from WAO and best practise, it was agreed that the Clerk should request that the internal auditor should be

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changed to another accountant within Llewelyn Davies to ensure transparency and independence in the audit process.

- Mayoral donations. The Clerk had circulated the list of proposed donations. These were discussed and they were accepted.
- Litter pick. This had been proposed by the Walking Group. It was agreed to go back to them for more information, and that the Council would support this.

County Cllrs report. This had been circulated. Cllr Allen also highlighted the need to get responses to the LDP consultation this week. She also suggested that supplementary planning guidance include that if land is left empty for a certain number of years, it can be sold off for individual plots rather than it sits unused. The Council supported this.

To receive the financial report including invoices for consideration.

A spreadsheet was circulated in the meeting of the current expenditure against the allocated budget headings, as well as the latest bank balances. The Clerk stated that she had matched payments made according to the bank record with records in the minutes giving approval. It was also stated that she was querying one invoice that had been presented because it lacked original invoices and confirmation of the work. It was agreed that the Clerk should follow up on this as necessary.

The following invoices were agreed for payment – proposed Cllr Blandford, seconded Cllr Scourfield.

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
Whitland Town Hall – hire of room for 2019 (Jan to Dec inclusive) - £600.00
Eagle signs – Bryngwenllian sign emergency access only - £30.00
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 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.

To receive planning reports. No planning reports had been supplied for this meeting.

To receive correspondence:

- CCC recycling consultation – this had been circulated to all upon receipt.
- Wales Audit Office audit reports – this had been circulated to all upon receipt, and was discussed under new items of business.
- CCC celebration of culture nominations - this had been circulated to all upon receipt.

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- CCC consultation on no parking restrictions opposite Dyffryn Taf High School. This was discussed, and the Council had no objections to this. The Clerk would inform CCC accordingly.

Items for next meeting:

- Streetlighting. Cllr Shipton raised this as an area of possible budget reduction if certain streetlights were switched off between midnight and 5am. The Clerk would ask CCC about this and report back at the next meeting.
- Junior forum/Council.
- Noticeboard
- Bryngwenllian toilet provision.
- Potentially extend an invitation to the LEADER team to provide a short presentation to the Council on what is involved in a neighbourhood plan.

To confirm the date of the next meeting. This was agreed for 4th March at 7.00pm in the Mayor's Parlour.

There being no other business the meeting closed at 9.10pm.

Signed by Chair

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