



## **Minutes of the meeting of Whitland Town Council held on 3<sup>rd</sup> June 2019.**

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

Cllr Chapman welcomed everyone to the meeting.

**1. To accept apologies for absence.** These were received from Cllrs Len Shipton and Rob Morgan.

**2. To disclose personal and pecuniary interests in the items listed below.** Cllr Allen declared a personal interest in the HMO item 7h. Cllr Jones declared a personal interest, and Cllrs McDowall and Chapman declared a personal and prejudicial interest in item 7h blocked pavements.

**3. To sign minutes of the previous meetings on 7<sup>th</sup> May 2019.** These had been previously circulated. For the annual meeting minutes it was proposed by Cllr Scourfield and seconded Cllr Allen and for the normal monthly meeting minutes it was proposed by Cllr Jenkins MBE and seconded Cllr Allen that they were accepted. This was agreed by all and they were duly signed.

**4. Clerk's report.** This had been previously circulated It was agreed promotion of the Abbey site could be done moving forward. It was agreed to consider relocating the old wooden backed map in the next meeting.

**5. Mayor's report.** Cllr Chapman provided a summary of the activity and invitations received over the last month, and highlighted ones that were upcoming.

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

- Whitland Town of Culture. There was going to be a book launch in the next couple of months, and a talk by the Revd. Kinglsey Taylor on 15<sup>th</sup> August about the history of Whitland. The brochure had been published and distributed – thanks were given to Cllrs Davies, Allen, Shipton, Poore and the Clerk for their time and efforts in this. The Clerk had received some complaints and general comments, as well as praise for the brochure, which were discussed. It was agreed that as the first version the brochure had been a

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success, and that the Council would use the feedback to improve any future versions. The Clerk would also chase up on the Radio Cymru proposal.

- Casual vacancies. There had been no request for any election for the vacancy. The Clerk had publicised the notices giving people the opportunity to put themselves forward for potential co-option.
- Mayor making civic ceremony report. Cllr Chapman provided a report to the meeting on the ceremony, and thanked all of those who attended and those who helped. It was agreed as an excellent event to promote Whitland. It was agreed the Clerk should write to all the civic heads thanking them for attending.
- Christmas lights. Cllr Poore reported that she had checked the existing lights worked as far as she could, but not PAT tested them. The mini trees had not been untangled or tested. Cllr Chapman reported he had been unable to confirm the situation with the Penderi connection to the outside tree. It was agreed that for this year the Clerk should request tender quotations for both street and tree illuminations from the companies approached last year, and other suitable companies, so that these could be brought to the July meeting for consideration.
- Boots issues. The Clerk reported that she had attended a meeting of representatives from the surgery and Boots, and the latter had assured everyone that things would be improving. There were still concerns being raised, however, so it was agreed the Council should continue to monitor the situation.

## **7. New items of business.**

- CCC prohibition of waiting Lon Hywel/North Road junction. This consultation was discussed and it was agreed that the Council were in favour. The Clerk would inform CCC.
- Bench near Pipriac Bridge / Trevaughan area. Cllr Poore explained that the World War 1 exhibition last year had received donations from the public during the exhibition that exceeded the amount needed to cover what it cost to put on. This had been discussed with the ex-servicemen's association, and both parties were interested in providing a donation enabling this Council to purchase a replacement seating bench for the above area, with the Council taking on all responsibility for the bench. This was discussed, and the Council agreed that they would be happy to accept a donation on these terms, since they currently had no budget for a bench there.
- Dog waste in Whitland. This had been raised as an issue. It was agreed after discussion that the Clerk should request that enforcement officers patrol whenever they could, and also to ask about the coloured spray as an option.
- Velfrey Road surface. This had been reported to Pembrokeshire County Council as an issue by the Clerk. No response had yet been received – she would chase it up.
- Trevaughan area – potential uses. This was postponed until the next meeting.
- CCC tcc liaison committee. It was agreed the Clerk should attend and report back in the next meeting.

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- DBS for Mayor. Cllr Chapman stated that he had a current DBS certificate, and would supply a copy to the Clerk as soon as possible.
- Complaints. 1) partially blocked pavement in main street. This had been reported to CCC directly by a resident, an officer came out and agreed what was acceptable with the relevant shop owners. 2) potential HMO in Maes Abaty. Cllr Allen left the room at this point and took no part in the following discussion. This had been reported directly to CCC by a resident and after investigation by them it was determined it was not an HMO. Cllr Allen returned to the room.
- Consultation on Ysgol Llys Hywel change to Welsh medium foundation stage. This was discussed, and Cllr Allen explained that the decision would be by the school governors and parents if it was the right time for it– the consultation was for their information only. The Council were in favour of the Welsh medium foundation stage so long as there was robust support for homework with parents who might not be Welsh-speaking and for new pupils arriving later in the term.
- One Voice Wales model complaint protocol. This will be discussed in the July meeting.
- Various policies and associated documents had been reviewed by the policy working party since the last meeting, and circulated prior to the meeting for all to read. As a result it was agreed to adopt the finance working party terms of reference – Cllr Scourfield proposed and Cllr Poore seconded this. It was also agreed to adopt the child and vulnerable adult policy and guidance – Cllr Scourfield proposed and Cllr Jenkins MBE seconded this. The donation policy would be revised and reviewed in the July meeting after some queries on the clarity of the wording were highlighted.
- Cross street toilets. These had been shut for several days after Welsh Water cut off the water supply. After lengthy discussions the Clerk managed to get the water supply restored and have Welsh Water acknowledge this Council as the correct bill payer – they had been using the wrong information. The situation was not fully resolved, but the toilets could now be used. The Clerk would continue work to get the situation sorted.

**8. County Cllr’s report.** This had been previously circulated. Cllr Allen highlighted the Cardi Bach heritage collection launch, the pensioners’ club, as well as the appointment of two new teachers to Ysgol Llys Hywel. She also stated that she had reported the issues with the main street after the recent resurfacing – the street had to be swept of excess chippings and inspected and then the drain covers reseated before the safety signs could be removed She also stated that she had been approached by Ysgol Dyffryn Taf regarding working with the Council on Welsh Baccalaureate project. It was agreed Cllr Allen and the Clerk should represent the Council on this

**9. To receive the financial report including invoices for consideration.**

A summary spreadsheet was circulated in the meeting of the current expenditure against the allocated budget headings, as well as the latest bank balances. The following invoices were agreed for payment:

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Clerk's salary and expenses for May  
John Lewis salary and expenses for May  
B+CE Holdings Ltd – pension payment.  
Tenby Observer – Tindle Newspapers local newspaper week - £49.44  
Security4Wales – replacement cheque for refused payment - £216.00  
Insurance – Came and Company - £549.01  
XConnect Ltd – replacement phone box light fitting - £47.40  
Whitland Abbey lease - £150.00  
Abba Loos –May - £138.00  
DP Building supplies – treatment for planters - £23.17  
Welsh Water – Cross St toilets £383.71  
GPS – Noticeboard - £178.74 (paid in April)  
HMRC – tax for quarter - £1509.01 (paid in April)  
Land Registry - £130.00 (paid in April)  
EDF energy – electricity for toilet - £31.00 direct debit  
XLN business services CCTV line - £39.48 direct debit  
Llewelyn Davies – payroll services - £23.00 direct debit  
Rob Thomas - grass cutting for month - £480.00 direct debit

The Clerk explained that the replacement cheque for Security4Wales was because the cheque issued last year had been submitted for payment into a differently named bank account, and so was refused. She had retained records in the files of this for audit purposes.

The above payments were accepted and agreed by all, proposed by Cllr Jenkins MBE and seconded by Cllr Allen.

At this point the Chair suspended Standing Orders so that the meeting could continue with the remainder of the business listed.

#### **10. To receive planning reports.**

W/38717. Prior notification – building portal frame shed over existing concrete yard. Alltybailey Farm, Velfrey Road, Whitland.SA34 0QR. Prior notification not needed was the CCC decision 3-5-19

W/38858. Demolition of existing single storey rear extension, replace with a new single storey rear extension and internal alterations. 18 Lon Hywel, Whitland. This was discussed and it was agreed that the Council had no objections.

#### **11. To receive correspondence for information:**

- A40 Penblewin to Redstone Cross exhibition,
- Safer routes in Carmarthenshire opportunity.
- Planning policy and place plan training Aberystwyth on 26-6-19

#### **12. Items for next meeting.**

- Dog waste in Whitland.
- Trevaughan area update and future use.
- ?Velfrey road surface?
- Mayoral DBS

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- OVW model complaint protocol [policy wp look at it first??]
- Donation policy for adoption.
- Casual vacancies
- Christmas – start planning / review tenders
- Streetlights after the CCC tcc liaison forum in June
- Lottery registration – usage?
- Task and finish group for Whitland Abbey ruins?
- Dyffryn Taf Youth Council

**13. To confirm the date of the next meeting.** This was agreed for Monday 1<sup>st</sup> July at 7.00pm in the Mayor's Parlour.

There being no other business the meeting closed at 9.20pm.

Signed by Chair

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