

LLANELLI TOWN COUNCIL

MINUTES

		<u>Page Nos.</u>
Llanelli Town Council	7 th December 2017	125 - 128
Planning, Licensing and Consultation Committee	12 th December 2017	129 - 132
Extraordinary Llanelli Town Council	19 th December 2017	133 - 134
Building and Finance Committee	19 th December 2017	135 - 138

LLANELLI TOWN COUNCIL

ORDINARY MEETING

7th December 2016

At the **ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held at The Old Vicarage, Town Hall Square, Llanelli on Wednesday, 7th December 2016 at 6.00 p.m.

PRESENT: Councillor W.G. Thomas (Town Mayor)(Presiding)

Councillors

Bigyn Ward

J.S. Edmunds
D. Thomas

Elli Ward

Mrs. P.J. Edmunds
J.P. Jenkins
Mrs. R.F. Price

Glanymor Ward

A.H. Hitchman
W.J. Lemon
Mrs. L.J. Stedman

Lliedi Ward

D.Ll. Darkin
Mrs. S. Najmi
C.L. Thomas
Mrs. J. Williams

Tyisha Ward

C.C. Lucas (Leader of the Council)
J. Owen

APOLOGIES: Councillors M.J.P. Burns, R.M. Davies, Ms. Ff.S. Larsen, R.T. Price and C.J. Reed, MBE.

58. VERIFICATION AND CONFIRMATION OF MINUTES

RESOLVED – that the following minutes of the Town Council, its committees and joint committees (prints of which having been previously circulated to members) be taken as read, and the same are hereby verified, received and confirmed respectively:-

Llanelli Town Council	2 nd November 2016
Llanelli Joint Burial Authority	12 th October 2016
Planning, Licensing and Consultation Committee	7 th November 2016
Building and Finance Committee	14 th November 2016
Establishment Sub-Committee	30 th November 2016

59. WELSH LANGUAGE SOCIETY – CYMDEITHAS YR IAITH

Further to Minute No. 47 of the Council meeting held on 2nd December 2015, the Town Clerk reported the receipt of an e-mail dated 9th November 2016, received from the Dyfed Field Officer (copies having been previously circulated to members).

The e-mail informed members that the next Tynged yr Iaith Sir Gar (Fate of the Language) meeting theme will be ‘Planning our Communities’ Future’ and will be held in Carmarthen Library on 28th January 2017.

RESOLVED – that the information be noted.

60. CORPORATE GOVERNANCE

Further to Minute No. 48 of the Council meeting held on 2nd December 2015, considered the Town Clerk’s report together with a copy of the code of Corporate Governance attached thereto (copies having previously been circulated to members).

RESOLVED – that the Code of Corporate Governance be approved and reviewed again in twelve months’ time.

61. MATTERS FOR INFORMATION

RESOLVED – that the under mentioned matters (copies of which having been previously circulated or made available to members) be noted:

- (1) National Association of Local Councils Bulletin – Issues 894 & 895;
- (2) Carmarthenshire Citizens Advice – Councillors’ Newsletter;
- (3) Natural Resources Wales Report It Number;
- (4) Llanelli Town Centre Task Force – notes of meeting 27th April 2016;

FURTHER RESOLVED – that the Town Council ask to be included in discussions regarding next year’s Reindeer Parade;

(5) Landfill Disposals Tax fact sheet

FURTHER RESOLVED – that that the Town Council seeks to raise awareness of this issue;

(6) Carmarthenshire Community Safety News – November 2016

RESOLVED – that the undermentioned matters (copies of which are available on request) be noted;

- (7) Ageing Well in Wales – Network Update November 2016;
- (8) Future Generations Commissioner – Engagement Report;
- (9) Electoral Reviews: Policy and Practice report;
- (10) Eiriol Mental Health Advocacy – quarterly newsletter.

62. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960

RESOLVED that in view of the confidential nature of the business to be transacted the following matter be considered in private and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960 be exercised.

63. ASSET TRANSFER

Further to Minute No. 54 of the Council meeting held on 2nd November 2016, members considered a report prepared by the Town Clerk (copies having been previously circulated to members).

The report summarised discussions that had taken place with local sports clubs, Carmarthenshire County Council and Llanelli Rural Council.

RESOLVED – that the Council supports the proposals set out and authorises officers to:

- (1) Request that Carmarthenshire County Council prepares draft leases and sub-leases on this basis;
- (2) Request that Carmarthenshire County Council confirm that the repairs identified by the Council's Consultant Architect are carried out as a matter of urgency;
- (3) Request that Carmarthenshire County Council provide the reports listed;
- (4) Request that Carmarthenshire County Council confirm the maintenance grants and capital grants proposed;
- (5) Commission tree surveys at each location;
- (6) Commission searches at each location;
- (7) Continue discussions regarding grounds maintenance with the Rural Council.

64. MAYORAL ANNOUNCEMENT

The Town Mayor (Councillor W.G. Thomas) informed members that he had visited a lady Bronwyn Morgan who resided in Ashley Court Care Home, New Road, this week to celebrate her 100th Birthday and how it was a privilege to join in the celebrations and extended the best wishes of the Town Council and asked if the Town Clerk could also send a letter on behalf of the Council extending our best wishes. He also informed members that he had been collecting money in the market towards his Charity for the Year, Cystic Fibrosis and thanked members for all their help.

The Meeting concluded at 6.30 p.m.

PLANNING, LICENSING AND CONSULTATION COMMITTEE

12th December 2016

At a Meeting of the **PLANNING, LICENSING AND CONSULTATION COMMITTEE** of LLANELLI TOWN COUNCIL held at The Old Vicarage, Town Hall Square, Llanelli on Monday, 12th December 2016 at 6.00 p.m.

PRESENT: Councillors J.P. Jenkins (Vice-Chairman)(In the Chair), A.H. Hitchman, D.Ll. Darkin, Mrs. S. Najmi, C.J. Reed, MBE., R.F. Price, and R.T. Price.

APOLOGIES: Councillors R.M. Davies, Ms. Ff.S. Larsen, and C.L. Thomas (Chairman).

33. CHAIRMAN'S ANNOUNCEMENT

The Chairman took the opportunity of welcoming Councillor Roger Price back to his first Committee meeting following his recent illness and hospitalisation and wished him a speedy recovery to full health.

34. TOWN AND COUNTRY PLANNING ACT

(1) PLANNING APPLICATIONS

Councillors Mrs. R.F. Price declared a personal interest in application S/34770, as she was a friend of the applicant and as she also considered this to be a prejudicial interest she withdrew from the meeting prior to the discussion thereon.

Councillors R.T. Price declared a personal interest in application S/34770, as he was a friend of the applicant and as he also considered this to be a prejudicial interest he withdrew from the meeting prior to the discussion thereon.

The Town Clerk reported the receipt of the undermentioned applications which had been sent to the Town Council by Carmarthenshire County Council's Head of Planning for its consideration and observations.

RESOLVED – that the comments shown in column 3 hereunder be forwarded to the Head of Planning:-

Ref No. and Name and Address of Applicant (1)	Proposed Development (2)	Observations (3)
<p>S/34730 Noremachine.com – c/o Jan Clark, Home Bargains, 5 - 9 Vaughan Street, Llanelli. SA15 3TY</p>	<p>The retention of an ATM installed through the existing glazing to the far left hand side of the shop front. Replacing part of the existing glazing with a composite security panel powder coated grey to match the rest of the shop. Incorporating the ATM fascia with a black bezel surround and internally illuminated lettering 'Free Cash Withdrawals' out of black background. Blue LED halo illumination to the ATM surround.</p>	<p>No objection.</p>
<p>S/34756 Wilko Retail Ltd., c/o Paul Glover, 3C, 3D and 4B Parc Trostre Retail Park, Llanelli. SA14 9UY</p>	<p>Alterations to rear elevation to retail unit. New double fire escape doors, new goods shutter, infill existing fire escape doors, 2 no. new palisade fenced enclosures.</p>	<p>No objection.</p>
<p>S/34770 Mr. and Mrs. Carl Gower, 37 Old Castle Road, Llanelli. SA15 2SL</p>	<p>First floor extension.</p>	<p>No objection.</p>

Ref No. and Name and Address of Applicant (1)	Proposed Development (2)	Observations (3)
<p>S/34802 Mr. J. Romero, Stafford House, 6 New Dock Road, Llanelli. SA15 2EL</p>	<p>Proposed conversion of part of ground floor shop to self-contained residential flat.</p>	<p>No objection subject to clarification by the Planning Authority of suitable car parking provision at this location.</p>
<p>S/34832 N. Holmes, 8 New Dock Street, Llanelli. SA15 2HB</p>	<p>Certificate of Lawfulness – Existing – Erection of an annex to existing dwelling house.</p>	<p>No objection on condition that the annex cannot be used as a separate residence.</p>
<p>S/34833 J. Slader, Land rear of 4 - 19 Bryntirion Terrace, Swansea Road, Llanelli. SA15 3QD</p>	<p>Construction of a block of 4 no. garages.</p>	<p>No objection.</p>
<p>S/34834 Dr. Peter Hughes, 9 John Street, Llanelli. SA15 1UH</p>	<p>Change of use from A2 to D1 so that the premises can be used as a medical aesthetics clinic.</p>	<p>No objection.</p>

35. LICENSING ACT 2003 – NOTIFICATION OF LICENCE APPLICATIONS TO THE LICENSING SECTION, CARMARTHENSHIRE COUNTY COUNCIL

BARGAIN BUYS, 8 - 12 VAUGHAN STREET, LLANELLI

The Town Clerk reported the receipt of a notice of a Premise Licence Bargain Buys, 8 - 12 Vaughan Street, Llanelli. The application was the supply of alcohol from Monday to Saturday from 08.00 a.m. to 10.00 p.m., Sundays from 09.00 a.m. to 08.00 p.m.

RESOLVED – that no objection be made to the application.

36. MATTERS FOR INFORMATION

RESOLVED – that the undermentioned matters be noted (copies of which together with detailed plans and schedules having previously been made available to members):

- (1) Planning Policy Wales – Edition 9.

The Meeting concluded at 6.10 p.m.

LLANELLI TOWN COUNCIL

EXTRAORDINARY MEETING

13th December 2016

At the **EXTRAORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held at The Old Vicarage, Town Hall Square, Llanelli on Tuesday, 13th December 2016 at 6.00 p.m.

PRESENT: Councillor W.G. Thomas (Town Mayor)(Presiding)

Councillors

Bigyn Ward

J.S. Edmunds
C.J. Reed, MBE.
D. Thomas

Elli Ward

Mrs. R.F. Price

Glanymor Ward

A.H. Hitchman
W.J. Lemon
Mrs. L.J. Stedman

Lliedi Ward

D.Ll. Darkin
Mrs. S. Najmi
Mrs. J. Williams

Tyisha Ward

J. Owen
R.T. Price

APOLOGIES: Councillors M.J.P. Burns, R.M. Davies, Mrs. P.J. Edmunds, J.P. Jenkins, Ms. Ff.S. Larsen, C.C. Lucas (Leader of the Council) and C.L. Thomas.

65. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED – that, in view of the confidential nature of the business to be transacted, the following item be considered in private, and that the power of exclusion of the public under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 be exercised.

66. APPOINTMENT OF TOWN CLERK

Further to Minute No. 4 of the Establishment Sub-Committee meeting held on 30th November 2016, members received a briefing from the Town Clerk on the appointment process to date and the procedure to be followed by members when interviewing the short-listed candidates.

Following the briefing, the Council interviewed the 4 short-listed candidates who had agreed to present themselves for interview, there then followed a secret ballot of members which revealed that the successful candidate was D. Gary Jones. It was, thereupon

RESOLVED – that D. Gary Jones be appointed to the post of Town Clerk with effect from 1st January 2017, pension and holiday arrangements would transfer from his existing contract.

The Meeting concluded at 8.10 p.m.

BUILDING AND FINANCE COMMITTEE

19th December 2016

At a Meeting of the **BUILDING AND FINANCE COMMITTEE** of LLANELLI TOWN COUNCIL held at The Old Vicarage, Town Hall Square, Llanelli on Monday, 19th December 2016 at 6.00 p.m.

PRESENT: Councillors Mrs. J. Williams (Chairman), M.J.P. Burns, J.S. Edmunds, W.J. Lemon and W.G. Thomas (Town Mayor).

APOLOGIES: Councillors Mrs. P.J. Edmunds, C.C. Lucas (Leader of the Council), J. Owen, Mrs. L.J. Stedman (Vice-Chairman) and D. Thomas.

54. FINANCIAL REPORTS

(1) INCOME AND EXPENDITURE

Consideration was given to the written report of the Principal Administrative Officer giving a summary of income and expenditure for the period 1st April – 30th November 2016, in the sums of £620,825 and £531,326 respectively (copies having been previously circulated to members).

RESOLVED – that the aforementioned report be adopted and approved.

(2) VIREMENTS/EARMARKED RESERVES

RESOLVED – that the report of the Responsible Financial Officer dated 19th December 2016, be noted and approved.

(3) ACCOUNTS FOR PAYMENT

Consideration was given to the written report of the Principal Administrative Officer relating to accounts for payment (copies having been previously circulated to members). The report indicated that cheque payments in respect of voucher nos. 14659 - 14693 (inclusive) amounted to £50,723.10 with Direct Debit, BACS payments and Other Payments amounting to £10,140.14, £15,552.29 and £0 respectively.

RESOLVED – that the accounts for payment be approved.

55. COMMUNITY CENTRE HIRINGS

Consideration was given to the summary schedule of hirings of all community centres during the month of November 2016 (copies having been previously circulated to members).

RESOLVED – that the information be noted.

56. COMMUNITY DEVELOPMENT OFFICER'S REPORT

Further to Minute No. 47 of the Committee meeting held on 14th November 2016, consideration was given to the written report of the Community Development Officer (copies having been previously circulated to members). The report dealt with the following:

(1) SAFER ROUTES IN COMMUNITIES - FUNDING

The Community Development Officer informed members that the Safer Routes to Communities funding application for Old Road and Pentip Primary Schools had been unsuccessful but following consultation with a County Council officer the advice given had been to resubmit a joint application with Llanelli Rural Council to encompass Furnace School. A working group will be formed in March 2017.

RESOLVED – that the information be noted and further developments reported in due course.

(2) PRIDE IN THE PATCH

Members were informed that a number of meetings have taken place to review 2016 achievements for Llanelli Cleaner Greener Project and Pride in Their Patch. The two projects will now come together to deliver community environmental projects in and around Llanelli and following community consultation the group will be developing an action plan for 2017.

RESOLVED – that the information be noted and further developments reported to a future Committee meeting.

(3) LLANELLI COMMUNITY PARTNERSHIP

The Partnership AGM is planned for Tuesday, 7th February 2017 in Y Ffwrnes, Llanelli.

RESOLVED – that the information be noted.

(4) LLANELLI TOWN CENTRE PLAY PROVISION

The Community Development Officer informed members that she was currently working in Partnership with Felinfoel Family Centre, The BID, Communities First and The Elli Centre to provide a pilot family learning and childcare session in the St. Elli Centre from January to March 2017. The project will utilise unused space in the St. Elli Centre and with a view to providing a more permanent project in the town centre if the pilot is successful.

RESOLVED – that the information be noted.

(5) DATES FOR DIARIES AND COMMUNITY ACTIVITY

- Ty Golau dementia drop in meets every Thursday 10.30am – 12.00pm at the Antioch Centre, due to the Christmas break will be meeting the second week in January.
- Ty Bryngwyn Hospice Tenovus sing along choir meets every Thursday 11.30am -12.30pm and will continue from the 11th January 2017.
- Ty Bryngwyn Hospice Tenovus sing along choir, Christmas carols services takes place on 15th December 10.30am all are welcome.
- Sospan Shedders (Men's Shed) will be next meeting at 1.45 pm Antioch Centre Morfa on 16th January 2017.
- Antioch Centre OAP Lunch Club - Every Monday at 12.00 pm- 1.30pm;
- Every Tuesday evening Antioch Centre - Tenovus Singing Along 6.30 pm - 8.00 pm;
- Llanelli Multicultural Network Wellbeing day - Saint Paul's Family Centre every Friday 1.30pm -3.00pm.
- Y Lle Welsh Youth Group - 6.00 pm - 8.00 pm every Thursday night, youth club for young people.
- Life Share event will be taking place on 17th December; it's a Christmas lunch for those that struggle to fund Christmas. There are a number of volunteering opportunities available.

RESOLVED – that the information be noted.

57. GLENALLA CIVIC HALL ROOF WORKS

Members received a report prepared by the Principal Administrative Officer informing them that during August when there were periods of heavy rain the Caretaker had noticed water dripping through the ceiling of the Civic Hall, a survey of the roof was undertaken by the Council's roofer H.M. Thomas (Loughor) Roofers Ltd. A quotation for the repair in the amount of £10,992 (plus VAT) was received which would not only replace damaged and loose slates but secure areas of the roof that was susceptible to damage under any future extreme weather conditions.

In view of the urgent need to undertake the work to alleviate possible damage to the internal ceiling, members were advised that the approval of the Chairman (Cllr. Mrs. J. Williams) and Vice-Chairman (Cllr. Mrs. L.J. Steadman) had been given to accept the quotation and as a result of which the work had been completed.

An insurance claim had been submitted, however, since the Council had undertaken work over and above storm damage work, only part of the works were covered under the storm damage part of our policy.

RESOLVED – that the actions approved by the Chairman and Vice Chairman be endorsed owing to the urgent nature of the works and that approval of the insurance monies and excess charge a shortfall of £2,595 be accepted and approved.

58. APPLICATIONS FOR FINANCIAL ASSISTANCE

(1) GRANTS – UNDER SECTION 137 OF THE LOCAL GOVERNMENT ACT 1972 UNLESS OTHERWISE STATED

Councillor Mrs. J. Williams declared a personal interest in application (g) as Chairperson of CYCA Wales and as she considered this to be a prejudicial interest it was her intention to withdraw from the meeting prior to the discussion and voting thereon but as a consequence the meeting would become inquorate, therefore, the matter was deferred until the next scheduled Committee meeting.

Having considered the following applications (copies having been previously circulated to members), it was

RESOLVED as follows –

- (a) Rainbows 7th Llanelli (Glanymor) – that a grant of £300 be made;
- (b) Stradey Ladies Bowls Club – that a grant of £500 be made;
- (c) Felinfoel Family Centre – that a grant of £300 be made;
- (d) Age Cymru Sir Gar – that the matter be noted as they had already received a grant during the current financial year;
- (e) Llanelli Ramblers Festival of Walks – that a grant of £300 be made;
- (f) Anglesey National Eisteddfod – that a grant of £200 be made;
- (g) Carmarthenshire Youth & Children’s Association – that the matter be deferred until the next Committee meeting on 16th January 2017.

(2) LETTERS OF THANKS

RESOLVED – that the letters of thanks received from Cylch Meithrin Llanerch and Llanelli Centre for the Deaf be noted with pleasure.

The Meeting concluded at 6.10 p.m.