

# LLANELLI TOWN COUNCIL

## MINUTES

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## LLANELLI TOWN COUNCIL

### ORDINARY MEETING

4<sup>th</sup> April 2018

At the **ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held at The Old Vicarage, Town Hall Square, Llanelli, on Wednesday, 4<sup>th</sup> April 2018 at 6.00 p.m.

**PRESENT:** Councillor J.S. Edmunds (Town Mayor)

### Councillors

#### Bigyn Ward

M.D. Cranham, J.P.  
C.A. Reed  
W.E. Skinner

#### Elli Ward

D.Ll. Darkin (Mayor-Elect)  
S.I. Davies  
J.P. Jenkins

#### Glanymor Ward

J.E. Jones, J.P.  
W.J. Lemon  
J.G. Prosser  
S.L. Rees  
Mrs. B.A.L. Roberts  
(Deputy Town Mayor)

#### Lliedi Ward

C. Griffiths  
Mrs. S.J. Griffiths  
Ms. S. Najmi, J.P.  
(Leader of the Council)  
P.T. Warlow  
Mrs. J. Williams

#### Tyisha Ward

T. Davies  
A.S.J. McPherson

**APOLOGIES:** Councillors Ms. S.A. Curry, Ms. L.A. Edmunds and M.P. Edmunds.

### **103. ONE VOICE WALES INNOVATIVE PRACTICE AWARDS**

The Town Mayor (Councillor J.S. Edmunds) informed members that he had attended the One Voice Wales Innovative Practice award ceremony last Thursday in Builth Wells together with the Leader of the Council (Cllr. Mrs. S. Najmi, J.P.), the Community Development Officer (Ms. D. Jones) and Administrative Officer (Mr. A. Davies).

Following two presentations by the Town Council Officers the adjudication panel of One Voice Wales awarded the Town Council with the Caerwyn Roberts Award for the Best Local Council Service of the Year (in relation to the Town Council Community Development Service), and the Best Community Engagement Initiative Award (in relation to the Llanelli West Safe Routes in Communities grant application). The Council was also commended for in the best youth engagement initiative category.

The Town Mayor thanked the Town Clerk and the Council Officers for the excellent work they carried out on behalf of the Town which had been acknowledged in the Award Ceremony. The Community Development Officer, Delyth Jones was congratulated on the award and was asked to stand whilst members showed their appreciation with a round of applause.

### **104. 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	7 <sup>th</sup> March 2018
Town Twinning Committee	7 <sup>th</sup> March 2018
Planning, Licensing and Consultation Committee	12 <sup>th</sup> March 2018
Building and Finance Committee	19 <sup>th</sup> March 2018

### **105. HYWEL DDA COMMUNITY HEALTH BOARD**

The Town Clerk reported the receipt of an e-mail from the Primary Care Locality Development Manager of Hywel Dda University Health Board dated 21<sup>st</sup> March together with a copy of the letter sent to Ash Grove Medical Centre patients (copies having been previously circulated to members).

During the ensuing discussion members were informed that whilst the Practice Partnership was dissolving, the Medical Centre would still continue as a G.P. Surgery and that in the meantime the Health Board were seeking new partners.

Members were also informed that a meeting had been convened by Ms. Nia Griffith, M.P. on Saturday, 7<sup>th</sup> April 2018 at 2.00 p.m. in the Selwyn Samuel Centre to discuss this matter and members were urged to attend.

**RESOLVED** – that the Town Clerk contact the Hywel Dda Community Health Board informing them that members were very concerned after receiving the e-mail and would wish to be kept fully updated on any future developments regarding the Surgery.

## **106. NEEDLE EXCHANGE PROGRAMME**

Further to Minute Nos. 80 and 87 of the Council meetings held on 10<sup>th</sup> January and 7<sup>th</sup> February 2018, members considered the Town Clerk's report (copies having been circulated prior to the meeting).

The report gave details of the presentation given by the Dyfed Drugs and Alcohol Service (DDAS) at their offices in Vaughan Street, Llanelli on Tuesday 20<sup>th</sup> February 2018 at 6 p.m.

A slide presentation was given by Sian Roberts, Service Manager at DDAS, together with a question and answer session supported by the following persons:-

- Sian Prior - Director of Operations (Deputy CEO), Barod (formerly Drugaid)
- Rob Barker - Service Manager, Barod
- Inspector Justin Evans - Dyfed Powys Police
- Kate Thomas - Community Safety Manager, Carmarthenshire County Council
- Joanna Dainton - Head of Commissioning and Partnership Strategy and Development for Substance Misuse, Hywel Dda Health Board

Following a brief discussion, it was

**RESOLVED** – that the Community Development Officer continues to liaise and meet with DDAS and other needle exchange providers in the Town area in order to improve the return rate of used needles.

## **107. ONE VOICE WALES**

### **(1) NOMINATIONS FOR KEY STAKEHOLDER FORUM AS PART OF CARMARTHENSHIRE COUNTY COUNCIL'S REVISED LOCAL DEVELOPMENT PLAN**

The Town Clerk reported the receipt of an e-mail dated 27<sup>th</sup> March 2018, from the Forward Planning Officer of One Voice Wales requesting nominations to sit on the Forum (copies having been previously circulated to members).

**RESOLVED** – that the Council nominates Councillors D.Ll. Darkin, Mrs. S. Najmi, J.P. (Leader of the Council) and P.T. Warlow.

## (2) MOTIONS FOR THE A.G.M.

The Town Clerk reported the receipt of an e-mail dated 19<sup>th</sup> March 2018, received from the Chief Executive of One Voice Wales inviting member councils to propose a maximum of two Motions for debate at the Annual General Meeting schedule for Saturday, 29<sup>th</sup> September 2018 (copies having been previously circulated to members).

All Motions are requested by 31<sup>st</sup> May 2018 for consideration by the Conference Agenda Committee.

**RESOLVED** – that the information be noted and any member wishing to propose a Motion contact the Town Clerk so that their Motion can be considered at the next Town Council meeting.

## 108. NOTICES OF MOTION

### (1) CHANGING PLACES TOILET FACILITY

The Town Clerk reported the receipt of a Notice of Motion, Proposed by Councillor J.P. Jenkins and Seconded by Councillor S.I. Davies stating ‘that Llanelli Town Council calls on Carmarthenshire County Council to commit to providing a Changing Places toilet facility here in the County’s larger Town Centre as an integral part of the review of the County Council’s ‘Local Toilet Strategy’ that it is shortly to undertake. And furthermore that we write to Cllr. Jan Tremlett, Carmarthenshire County Council’s Disability Ambassador and Cllr. Hazel Evans, the County Council’s Executive Board Member for Environment to invite them to meet with local Changing Places campaigners and ourselves and to accompany us on an inspection of possible sites for a Changing Places facility in Llanelli Town Centre’.

During the ensuing discussion, members reiterated the sentiments expressed by the Motion whereupon it was

**RESOLVED** – that the motion be unanimously approved and that the Town Council’s Officers arrange a site visit with all relevant parties in order to co-ordinate the possible installation of a Changing Places Toilet Facility in Llanelli Town Centre.

### (2) REGULAR BUS SERVICE LINKING LLANELLI RAILWAY STATION WITH THE TOWN CENTRE AND PRINCE PHILIP HOSPITAL

The Town Clerk reported the receipt of a Notice of Motion, Proposed by Councillor W.J. Lemon and Seconded by Councillor M.D. Cranham, J.P. stating ‘that Llanelli Town Council calls upon the relevant authorities to provide for regular scheduled bus services between Llanelli train station and Llanelli bus station to link into services for Prince Philip Hospital, to enable travellers to access the hospital from the station avoiding their becoming stranded and having to pay high taxi fees. These services will also have an economic benefit to the Town, providing for improved community and shopping links for those travelling from outside Llanelli’.

During the ensuing discussion members were informed that this matter had previously been discussed with a project development team as part of the Friends of Llanelli Railway Station meetings and once the final plans were determined the Town Council would be informed in due course.

**RESOLVED** – that the motion be unanimously approved and that further developments be awaited in due course.

### (3) PRINCE PHILIP HOSPITAL

The Town Clerk reported the receipt of a Notice of Motion, Proposed by Councillor S. Rees and Seconded by Councillor M.D. Cranham, J.P. stating as follows:

- ‘1. That Llanelli Town Council opposes any proposals to further downgrade or reduce the level of hospital services currently provided at Prince Philip Hospital;
2. Any future model of hospital services in Hywel Dda Health Board’s area should include the provision of at the very least the same level of services currently provided at Prince Philip Hospital;
3. That the Town Council writes to the appropriate officer of Hywel Dda Health Board and request that they make a presentation at the Town Council offices regarding the option for change for hospital services and answer any questions that the Town Councillor may have in order to reassure the people of Llanelli;
4. That we write to our Member of the National Assembly for Wales, Mr. Lee Waters and ask him to assure us that he will do everything in his power and influence to ensure that no further services are lost at Prince Philip Hospital and that he will oppose any attempts to do so.’

Following a lengthy discussion it was Proposed and Seconded that the Motion should be Amended to read as follows:

1. That as Llanelli is the most densely populated town in the area Llanelli Town Council opposes any proposals to further downgrade or reduce the level of hospital services currently provided at Prince Philip Hospital;
2. Any future model of hospital services in Hywel Dda Health Board’s area should include the provision of improved facilities and investment in the infrastructure of Prince Philip Hospital;
3. That Llanelli Town Council write to our Member of the National Assembly for Wales, Mr. Lee Waters, and ask him to continue his good work in ensuring the future of Prince Philip Hospital.

**RESOLVED** – that the amended motion be approved.

## **109. HYWEL DDA UNIVERSITY HEALTH BOARD**

The Town Clerk had reported the receipt of an undated letter received from the Director of Partnerships and Corporate Services, Hywel Dda University Health Board entitled 'Our big NHS Change' a consultation on healthcare services in Hywel Dda University Health Board (copies having been previously e-mailed to members).

The letter explained that the Health Board planned to launch a formal consultation on transforming clinical services aimed at making health and care better for our communities on Thursday, 19<sup>th</sup> April 2018, subject to formal Board approval on that day.

One of the activities planned is an event in each county for Town and Community Council members to attend which will give members a chance for in-depth discussion of why they consider health services have to change and their proposals. The Town and Community Councils' Event in Carmarthenshire is planned for Wednesday, 25<sup>th</sup> April 2018 at 6.00 p.m. at St. Peters Civic Hall Carmarthen.

The letter asked that the Town Council nominate two persons to attend the event together with any reserves as they will only admit those who have confirmed attendance.

**RESOLVED** – that the Town Council nominate Councillors Mrs. S. Najmi, J.P. (Leader of the Council) and Mrs. B.A.L. Roberts (Deputy Town Mayor) and as a reserve Councillor S. Rees.

## **110. PARC HOWARD**

### **(1) MEETING NOTES – PARC HOWARD COLLABORATION GROUP**

Members received the notes of a meeting held on 8<sup>th</sup> March 2018 (copies having been previously circulated to members).

**RESOLVED** – that the information be noted.

### **(2) MEETING NOTES – PARC HOWARD GROUND MAINTENANCE GROUP**

Members received the notes of a meeting held on 9<sup>th</sup> March 2018 (copies having been previously circulated to members).

**RESOLVED** – that the information be noted.

### **(3) MEETING NOTES – PARC HOWARD MUSEUM GROUP**

Members received the notes of a meeting held on 28<sup>th</sup> March 2018 (copies having been previously circulated to members).

**RESOLVED** – that the information be noted.

## **111. MATTERS FOR INFORMATION**

**RESOLVED** – that the undermentioned matters be noted (a copy of which having previously been circulated to members):

- (1) Natural Resources Wales – e-mail and programme of works dated 27<sup>th</sup> March 2018;
- (2) Carmarthenshire County Council's Code of Conduct Personal Interests Leaflet.

## **112. PUBLIC BODIES (ADMISSION TO MEETING) ACT, 1960**

**RESOLVED** – that in view of the confidential nature of the business to be transacted the following matters 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.

## **113. ASSET TRANSFER**

Further to Minute No. 101 of the Town Council meeting held on 7<sup>th</sup> March 2018, members considered the Administrative Officer's report (copies having been previously circulated to members).

The report informed members of the current position in relation to each of the following locations:

### Havelock Park

Confirmation has been received that Havelock Park has now been successfully registered in the ownership of the County Council. The Town Council's legal representatives now await receipt of a draft lease and are taking forward the relevant searches required, the cost of these is confirmed as £484.40.

### Crown Park

The issue of the numerous titles in existence at Crown Park continues to cause complications in respect of the lease. The County Council confirm however that the previously reported matter of the Crown representative requesting an annual fee of £1,000 has now been alleviated. The Asset Transfer process will now progress with the County Council to indemnify the Town Council in relation to the Crown Representative issue while written confirmation of this was awaited.

### Penyfan Park

The Town Council has received a draft Deed of Covenant to be entered into with the Fields in Trust, this has been considered by the Town Council legal representatives with slight amendments forwarded to the County Council.

As previously noted, the lease for Penyfan Park does not contain the portacabins and storage container currently occupied by PLTRA. The County Council have sent PLTRA a draft lease for their consideration

### Parc y Dre

The lease for Parc y Dre along with license to commence works with the fencing to be installed by the Wanderers RFC have been referred back to the County Council with slight amendment requested.

### Penygaer Playing Fields

The Town Council continues to await the draft Service Level Agreement from the County Council for the Grounds Maintenance works being undertaken on the playing fields. This SLA when agreed will remain in place until the Asset Transfer process can be re-commenced.

### Legionella Inspections

The Town Council contracted the Town Council's current Legionella contractor, Acorn Chemicals Ltd., to provide a Legionella Risk Assessment for each location. These documents have been received and have been discussed with the County Council. Quotations have been sought for the necessary remedial works and for the provision of a monitoring scheme similar to that already put in place at other Town Council facilities.

### Playground Inspections

The Town Council has contracted an independent Play Area Inspector to carry out an assessment of the condition of the Asset Transfer Play Areas in order to ascertain the works required and provide a suggested cost. These will include all works including low risk items.

### Asset Transfer Building Works

The Town Council continues to await confirmation from the County Council of their budgeted costings available for the remedial works previously agreed as the County Council's responsibility at each of the sites. The remaining costs of any works judged as being required by the Town Council will be funded by the two times maintenance grant available on conclusion of Asset Transfer.

In the meantime, the Town Council Consultant Architect is working with a Quantity Surveyor pulling together a costed scheme to enable a decision on what will be included in the Tenders to be forwarded to interested contractors.

2<sup>nd</sup> Tranche Asset Transfer Locations

As agreed at the Town Council meeting held on the 7<sup>th</sup> March 2018, Officers are taking forward discussions with the County Council regarding asset transfer of the play areas at Clos yr Ysgol, Nightingale Court and Penyfan Quarry together with the play area, MUGA and skateboard park in Parc y Morfa.

Preliminary meetings have taken place with further information to be reported to Council when available.

**RESOLVED** – that the information be noted together with the approval of the actions undertaken by Council Officers to date.

The Meeting concluded at 7.25 p.m.

## **LLANELLI JOINT BURIAL ADVISORY COMMITTEE**

10 January 2018

At the Meeting of the **LLANELLI JOINT BURIAL ADVISORY COMMITTEE** held at Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 10 January 2018 at 4:00 p.m.

**PRESENT:** Councillors F. Akhtar (Vice Chairman (in the Chair)), D.Ll. Darkin, P.M. Edwards, S.L. Davies, H.J. Evans, J.S. Edmunds, B.A.L. Roberts.

### **15. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. S. M. Donoghue and J. Williams.

### **16. MEMBERS' DECLARATIONS OF INTEREST**

No declarations of interest were made.

### **17. MINUTES**

**RESOLVED** that the following minutes (copies of which had been previously circulated) be confirmed and signed as a true record of proceedings.

Ordinary Meeting - 8 November 2017

### **18. INCOME AND EXPENDITURE REPORTS**

**RECOMMENDED** that the income and expenditure reports for October and November 2017 be noted.

### **19. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960**

**RESOLVED** that in view of the confidential nature of the business to be transacted the following matters 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.

### **20. CHILDREN'S BURIAL FEES**

The Cemetery Manager gave a verbal report on the Memorandum of Understanding (MOU) received from the Welsh Government. The MOU had been entered into by Welsh Ministers, the Welsh Local Government Association and One Voice Wales. The MOU set out arrangements for Burial Authorities in Wales not to charge any fees in relation to the standard burial or cremation of a child, defined for this purpose as a person under the age of 18. After a lengthy discussion about the necessary policy changes required to be made to Llanelli District Cemetery procedures to enact the arrangements it was

**RECOMMENDED** that the Memorandum of Understanding be adopted and all child burials up to the age of 18 be offered at no charge to the family.

**FURTHER RECOMMENDED** that where a child is buried in a new full adult grave, no Exclusive Rights of Burial be charged at the time of burial; whereas instead the charge shall be deferred until the burial of the first adult in the grave.

## 21. SCALE OF FEES

### (1) Exclusive Rights of Burial Fees

	£
Conventional grave - 30 year period	685.00
Conventional grave - 50 year period	1368.00
Cremated Remains - 30 year period	185.00
Cremated Remains - 50 year period	369.00
Cremated Remains Vault – 30 year period	1000.00

### (2) Cemetery Management Fees

**The following charges would be levied where purchased Exclusive Rights of Burial was not applicable:**

Cemetery management fee for a conventional grave	284.00
Cemetery management fee for a cremated remains plot	143.00

### (3) Interment Charges

Grave - Depth for 2	420.00
Grave - Depth for 3	658.00
Child's Grave	0.00
Interment in existing grave	420.00
Interment of cremated remains	140.00
Interment of cremated remains in Vault	59.00
Interment of cremated remains in Garden Plot	68.00
Weekend Surcharge Interment Grave	380.00
Weekend Surcharge Interment Cremated Remains	50.00

### (4) Natural Burial Area

Single Depth Grave with 30 year EROB	1105.00
Reservation Fee (10 Years)	53.00
Marker Post	105.00*
Memorial Tree	105.00*
Single Cremated Remains Plot with 30 year EROB	325.00
Reservation Fee (10 Years)	28.00
Marker Post	63.00*
Scattering	37.00

**(5) Scattering Gardens**

	£
Scattering in Memorial Gardens	37.00
Garden Wall Memorial Plaque (Square) – 15 Year Lease	125.00*
Garden Wall Memorial Plaque (Square) – 30 Year Lease	197.00*
Garden Wall Memorial Plaque (Oval) – 15 Year Lease	150.00*
Garden Wall Memorial Plaque (Oval) – 30 Year Lease	222.00*
Plaque Space Reservation Fee – 15 Year Period	35.00
Plaque Lease Renewal Fee – 15 Year Period	72.00*
Plaque Lease Renewal Fee – 30 Year Period	144.00*
Second Inscription Fee	41.00*
Ceramic Photo Plaque – 5 cm x7 cm	62.00*
Ceramic Photo Plaque – 8 cm x10 cm	72.00*
Single Walkway Memorial – 15 Year Lease	330.00*
Single Walkway Memorial – 30 Year Lease	433.00*
Double Walkway Memorial – 15 Year Lease	418.00*
Double Walkway Memorial – 30 Year Lease	521.00*
Leaf Vault with 30 Year Exclusive Right of Burial	976.00

**(6) Other Charges**

Hire of Chapel (including speaker)	42.00
Testing of Grave	106.00
Exhumation of Ashes	140.00*
Exhumation of Body	(Actual and necessary costs)
New memorial - headstone	122.00
New memorial - kerbset	145.00
Additional names cut on headstones	62.00
Memorials within Garden of Remembrance	84.00
Memorial Bench Permit Fee	150.00
Additional Excavation Fee for Bricked Grave	400.00
Family History Search (per individual name)	10.00
Memorial Bench	980.00*
Chapel Memorial Plaque	50.00*
Chapel Memorial Plaque Reservation	20.00*

All fees marked with \* are subject to VAT @ the current prevailing rate of 20%

**RECOMMENDED** that the above fees be approved from 1 April 2018.

**FURTHER RECOMMENDED** that the percentage increase for 2019/2020 be considered by Members prior to formulating the final budget arrangements.

**22. ESTIMATES OF INCOME AND EXPENDITURE**

The Secretary presented Members with a detailed report in respect of the Estimates of Income and Expenditure for 2018 / 2019, and after a lengthy discussion it was

**RECOMMENDED** that a budget contribution of £110,000 be requested from Llanelli Rural Council for the financial year 2018 / 2019, and that in turn it requests £55,000 from Llanelli Town Council as its contribution towards service costs.

**FURTHER RECOMMENDED** that Llanelli Rural Council be requested to vire £48,000 from general reserves to earmarked reserves for the future development of a secure compound.

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The meeting concluded at 4.40pm  
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**PLANNING, LICENSING AND CONSULTATION COMMITTEE**

9<sup>th</sup> April 2018

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, 9<sup>th</sup> April 2018 at 6.00 p.m.

**PRESENT:** Councillors J.P. Jenkins (Chairman), S.I. Davies, C. Griffiths, Mrs. S.J. Griffiths, J.E. Jones, J.P., W.J. Lemon (substitute for Cllr. T. Davies), C.A. Reed and S.L. Rees.

**APOLOGIES:** Councillors D.Ll. Darkin (Vice-Chairman), T. Davies and A.S.J. McPherson.

**64. TOWN AND COUNTRY PLANNING ACT**

**PLANNING APPLICATIONS**

Councillor J.P. Jenkins (Chairman) declared a personal interest in application S/36995, as a friend of the applicant and as he also considered this to be a prejudicial interest, he vacated the chair and withdrew from the meeting prior to the discussion and voting thereon, with Councillor J.E. Jones, J.P. being voted Chairman Pro-tem taking the Chair in his absence for only this item.

Councillor Mrs. S.J. Griffiths declared a personal interest in Application No. S/36955, as she was employed by Pobl who had a Bond Scheme with local estate agents and as she also considered this to be a prejudicial interest, she 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)
S/36937 N & D Building Contractors – Mr Dylan Evans, 12 Havelock Street, Llanelli, SA15 2BP	Proposed two storey and single storey extensions to rear of property, including detached garage.	No objection.

Ref No. and Name and Address of Applicant (1)	Proposed Development (2)	Observations (3)
<p>S/36947 Mr. Carlton Paul Jenkins, 1 Police House, Panteg, Llanelli, SA15 3PX</p>	<p>Change of use from a Police Station to a dwelling,</p>	<p>No objection.</p>
<p>S/36948 Carmarthenshire County Council, Llanelli Wellness and Life Science Village, Land at Delta Lakes, Llanelli</p>	<p>Wellness and life science development including: Community Health Hub (institute of life science, wellness education centre and clinical delivery centre) up to 16,500 SQM (use classes; D1 Non-residential institution, B1 (B) business research and development, and C2 residential institution). Life science business centre (office space in the research and development sector) of up to 10,000 SQM (use class B1 (B) business research and development and B2 light industrial). Wellness Hub (visitor centre and corporate Community Leisure and Sporting facilities) of up to 11,000 SQM (use class D2 Assembly and Leisure). Assisted Living (Nursery care, residential care, extra care housing and clinical rehabilitation facilities) of up to 370 beds / units and 7,500 SQM (use classes; C2 Residential Institution C3 (A) and C3 (B) residential). Associated outdoor recreation area, leisure and therapy spaces; landscaping and public realm; energy and utilities infrastructure; access and parking on land at Delta Lakes, Llanelli.</p>	<p>No objection.</p>

Ref No. and Name and Address of Applicant (1)	Proposed Development (2)	Observations (3)
<p>S/36955 Prop Source Wales – Frank Rus, 17 The Golfers Inn, Glandafen Road, Llanelli, SA15 2BH</p>	<p>Change part of the ground floor from A3 use and first floor from C3 use to a sui generis HMO use for up to 7 persons. Create one shop unit and install new shopfront. Alter existing external rear court yard area into amenity space and parking to serve shop unit and the HMO and the removal of rear lean-to extensions.</p>	<p>Objection on the following basis:</p> <ul style="list-style-type: none"> <li>• Contravenes Policy GP1 part (d) that no proposals will be permitted that will have a significant impact on the amenity of adjacent land uses;</li> <li>• Contravenes Policy H3 part (a) that applications will not be permitted if they result in the over intensification of property use;</li> <li>• Glanymor and Tyisha wards are already oversaturated with HMO properties;</li> <li>• Local members feel that there was an urgent need for regeneration in this area and the introduction of more C4 class HMO properties would have a detrimental effect on the area.</li> </ul>
<p>S/36956 Superdrug Stores Ltd, 3A Park Trostre Retail Park, Llanelli, SA14 9UY</p>	<p>Retrospective planning for existing palisade fence enclosure and permission to install 4 no A/C condenser units into existing enclosure</p>	<p>No objection.</p>

Ref No. and Name and Address of Applicant (1)	Proposed Development (2)	Observations (3)
S/36994 Mr Carl Brooks, 36 Stradey Park Avenue, Llanelli, SA15 3EF	Single Storey rear extension (resubmission of S/36429 refused 23/3/18)	No objection.
S/36995 Mr Phil Sherlock, 23 Stradey Park Avenue, Llanelli, SA15 3EG	Demolition of rear conservatory, WC and Kitchen and erection of 2 storey extension.	No objection.
S/37043 Mr. & Mrs. Collishaw / Hughes, 9 Arfryn Avenue, Llanelli. SA15 3RW	Single storey rear extension, incorporating 2 no. glazed roof lanterns.	No objection.

**65. LICENSING ACT 2003 – NOTIFICATION OF APPLICATION TO VARY LICENCE APPLICATION**

APPLICATION FOR PREMISES LICENCE – MARKS & SPENCER PLC., TROSTRE RETAIL PARK, LLANELLI

The Town Clerk reported the receipt of a Notification of Licence Application to a Minor Variation Application for Marks & Spencer plc., Trostre Retail Park, Llanelli, to an amendment to internal layout of premises.

**RESOLVED** – that no objection be made to the application.

**66. CONSULTATION BEFORE APPLYING FOR PLANNING PERMISSION – LAND AT NORTH DOCK, LLANELLI**

The Town Clerk reported the receipt of a letter received from Asbri Planning and Development Consultants which was a pre-application consultation of notice of intent by their clients, Carmarthenshire County Council, for the construction of a residential development of up to 210 units with associated landscaping and infrastructure works on land at North Dock, Llanelli (copies having been previously circulated to members).

During the ensuing discussion members referred to the fact that there was only one access road which was already accommodating visitors to the site as well as an existing housing estate and felt that the problems already occurring in this location would only be exacerbated by this development.

It was also stated that the development at the former Stradey Park site was already causing serious tailbacks, sometimes reaching past the roundabout leading to the North Dock, with residents already complaining about the road volume levels which members felt with the imminent opening of Ysgol Penrhos and the development of a Wellness Village in Machynys that it was imperative that the County Council try to alleviate the traffic problems in this area before approving any further development in this area.

Following a discussion, it was

**RESOLVED** – that the Town Clerk writes to Asbri Planning and Development Consultants requesting that they ask Carmarthenshire County Council to improve the road infrastructure in this area before considering building a new housing estate and that more consideration is given to the aesthetics of any new development as it was felt that the current housing stock situated at North Dock was an eyesore.

#### **67. GREEN PAPER CONSULTATION ‘STRENGTHENING LOCAL GOVERNMENT: DELIVERING FOR PEOPLE’**

The Town Clerk reported the receipt of the consultation received from the Welsh Government on ‘Strengthening Local Government: Delivering for People’ which is a statement of intent for a stronger, more empowered local government in Wales (copies having been previously circulated to members together with e-mail link).

The Green Paper Consultation states that more resilient and sustainable local authorities are needed and should be empowered to support communities through efficient and effective use of public money. It considered that changes in the demography in Wales combined with ongoing fiscal uncertainty were placing significant pressures on local authorities and the services that they provide. These pressures are not new, but have become more acute and will continue for the foreseeable future. There is an urgent need for radical change which can help bring about the transformation of our services and deliver the strong and capable local government we need to drive prosperity for all.

The Green Paper recognised that structural change alone would not deliver the sustainable public services which are required for a modern and prosperous Wales but that their proposals for structural change would be delivered in combination with offering further powers and freedoms to local government, proposals to reinvigorate local democracy, increase transparency, provide more effective scrutiny and a new approach to performance management which would form part of a broader approach which included strengthened regional working in key areas. Ongoing regional working is crucial in its own right and a smaller number of authorities would help overcome some of the challenges currently faced in working together across a number of local authorities.

The Welsh Government's proposals would provide the catalyst to create a new kind of local government in Wales, delivering alongside stronger town and community councils, providing a sustainable model for local public services and democracy.

**RESOLVED** – that the Town Council objects to Carmarthenshire County Council's merger with any other local authority.

#### **68. PROBLEMS ASSOCIATED WITH SINGLE-USE PLASTIC WASTE**

The Town Clerk reported the receipt of an e-mail from the Welsh Government regarding the possible improvement in delivery of environmental objectives and announcing their continued consideration of a disposable plastics tax in February 2018 (copies having been previously circulated to members).

The Chancellor of Exchequer launched a call for evidence to examine how charges or changes to the tax system could tackle the problems associated with single-use plastic waste in order to reduce waste. The Welsh Treasury and Environment colleagues are working closely together and are committed to both working with the UK Government and continuing to work on a standalone disposal plastics tax for Wales, which remains an option for Wales, seeking to ensure that new taxes meet Welsh needs either alone or alongside the UK Government.

**RESOLVED** – that the information be noted.

#### **69. REVIEW OF COMMUNITY AND TOWN COUNCIL SECTOR IN WALES**

Further to Minute 37 of the Committee meeting held on 6<sup>th</sup> November 2018, members received a copy of One Voice Wales' response to the Welsh Government Independent Review Panel into the Community and Town Council Sector in Wales (copies having been previously circulated to members by e-mail).

**RESOLVED** – that the information be noted.

#### **70. CHAIRMAN'S ANNOUNCEMENT**

Cllr. J.P. Jenkins thanked members of the Committee for their support and patience during the year and wished next year's Chairman well, whereupon members responded with thanks for a job well done.

The Meeting concluded at 6.25 p.m.

**EX-TOWN MAYORS' COMMITTEE**

10<sup>th</sup> April 2018

At a Meeting of the **EX-TOWN MAYORS' COMMITTEE** of LLANELLI TOWN COUNCIL held at The Old Vicarage, Town Hall Square, Llanelli on Tuesday, 10<sup>th</sup> April 2017 at 1.00 p.m.

**PRESENT:** Councillors Mrs. J. Williams (Chairman), W.J. Lemon and Ms. S. Najmi (Leader of the Council).

**APOLOGY:** Councillor J.P. Jenkins.

**4. PUBLIC BODIES (ADMISSION TO MEETING) ACT, 1960**

**RESOLVED** – that in view of the confidential nature of the business to be transacted the following matters 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.

**5. ANNUAL MEETING**

Further to Minute No. 7 of the Committee meeting held on 12<sup>th</sup> May 2017, members considered the detailed arrangements for the Annual Meeting to be held on Wednesday, 2<sup>nd</sup> May 2018.

**RESOLVED** –

- (1) That the Guest List be approved;
- (2) That the Town Clerk be authorised to make the necessary arrangements for the Annual Meeting and reception at the Lliedi Suite, in accordance with the Committee's instructions.

The Meeting concluded at 2.15 p.m.

## **BUILDING AND FINANCE COMMITTEE**

16<sup>th</sup> April 2018

At a Meeting of the **BUILDING AND FINANCE COMMITTEE** of LLANELLI TOWN COUNCIL held at The Old Vicarage, Town Hall Square, Llanelli on Monday, 16<sup>th</sup> April 2018 at 6.00 p.m.

**PRESENT:** Councillors Ms. S. Najmi, J.P. (Leader of the Council)(Vice-Chairman), M.D. Cranham J.P., Ms. S.A. Curry, D.Ll. Darkin (substitute for Cllr. W.E. Skinner), J.S. Edmunds (Town Mayor), W.J. Lemon, J.G. Prosser, Mrs. B.A.L. Roberts (Deputy Town Mayor), P.T. Warlow and Mrs. J. Williams.

**APOLOGIES:** Councillors W.E. Skinner (Chairman) and Ms. L.A. Edmunds.

### **78. FINANCIAL REPORTS**

Consideration was given to the Budget Review report of the Town Clerk, Income and Expenditure report for 1<sup>st</sup> April 2017 – 31<sup>st</sup> March 2018 and payment schedule (copies having been previously circulated to members).

#### **(1) INCOME AND EXPENDITURE**

**RESOLVED** – that the Income and Expenditure report for the aforementioned period, in the sums of £1,032,994 and £970,251 respectively, be approved.

#### **(2) ACCOUNTS FOR PAYMENT**

**RESOLVED** – that the payment schedule showing cheque payments in respect of voucher nos. 15167 - 15192 (inclusive), in the sum of £46,898.29, and Direct Debit, BACS payments and Other Payments, in the sum of £11,414.26, £14,393.77 and £0 respectively, be approved.

#### **(3) VIREMENTS/EARMARKED RESERVES**

**RESOLVED** – that the Budget Review report dated 31<sup>st</sup> March 2018, be noted and approved.

### **79. COMMUNITY CENTRES**

#### **(1) HIRINGS**

Consideration was given to the summary schedule of hirings of all community centres during the month of March 2018 (copies having been previously circulated to members).

**RESOLVED** – that the information be noted.

## **80. COMMUNITY DEVELOPMENT OFFICER'S REPORT**

Further to Minute No. 68 of the Committee meeting held on 19<sup>th</sup> March 2018, 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) ONE VOICE WALES INNOVATION AWARDS**

Further to Minute 103 of the Council meeting held on 4<sup>th</sup> April 2018, the Community Development Officer informed members that following the Council's success at the One Voice Wales Innovative Practice Awards in receiving the Awards for Best Community Engagement Initiative (for the Safer Routes to Communities project), and the Caerwyn Roberts Local Council Service of the Year 2018 (for the Town Council Community Development Service) along with receiving a commendation for our youth working, the Community Development Officer had been approached by One Voice Wales to speak at their National Innovative Practice Conference which will be held later in the year. Additionally the Chair of the Wales Council for Voluntary Action, Peter Davies had asked to use the achievements of the Town Council during a meeting of the Senedd on 17<sup>th</sup> April 2018, to highlight the community development work as an example of good practice in Wales

**RESOLVED** – that the information be noted

**This meets goals 1, 2, 3, 4, 5 and 6 of The Wellbeing of Future Generation Act 2015.**

### **(2) CELTIC MEDIA FESTIVAL**

The Celtic Media Festival will be held in Llanelli on the 2<sup>nd</sup> – 4<sup>th</sup> May 2018, this is an international event and will be held across a number of venues in Llanelli the event will mainly focus on film, production and media and will be based in the Ffwrnnes Theatre. The Town Council Community Development Officer and other Community Officers in Llanelli are working in conjunction to support a number of Community fringe events being held on the evening of Thursday, 3<sup>rd</sup> May. This would include Celtic Music being played in many local public houses and a Poetry reading session in Al Atalia together with a large Town centre based community event on 28<sup>th</sup> April. Festival organisers are highlighting town centre locations for sleeping and eating arrangements for delegates with further information to follow.

**RESOLVED** – that the information be noted

**This meets goals 1, 2, 3, 4, 5, and 6 of The Wellbeing of Future Generation Act 2015.**

### (3) LLANELLI COMMUNITY PARTNERSHIP

The Llanelli Community Partnership is now entering into its fourth year. Their AGM and celebration event will be held on the 1<sup>st</sup> May in Llanelli Library at 5.45pm. All are welcome.

**RESOLVED** – that the information be noted

**This meets goals 1, 2, 3, 4, 5, and 6 of The Wellbeing of Future Generation Act 2015.**

### (4) COMMONWEALTH GAMES SPORTS TASTER EVENTS

Carmarthenshire County Council with the support of Llanelli Town Council held a number of ‘Commonwealth theme’ events at Parc Y Dre during the Easter Holidays which were well attended. The community and family event was held to promote physical activity, be more active and more often. The event included tasters of what is available within the community: Welsh netball, UK Cycling, Welsh hockey and Llanelli bowls supported the event.

**RESOLVED** – that the information be noted

**This meets goals 1, 2, 3, 4, 5, and 6 of The Wellbeing of Future Generation Act 2015.**

### (5) TWINNING EVENTS

A number of activities took place in Llanelli with members from Agen visiting in March 2018:

- Les Charlot’s D’Agen played against the New Dock Stars on Saturday the 17<sup>th</sup> March noting a win for New Dock Stars. It followed an evening presentation at the Club which took place on Friday 16<sup>th</sup> March. This was an opportunity to reaffirm the twinning linkage.
- On the 26<sup>th</sup> March Pupils from Paul Dangla College, Bryngwyn, Coedcae and St Johns Lloyd schools took part in a very successful Youth Conference hosted by Mayor and Deputy Mayor Cllrs Edmunds and Roberts at Glenalla Community Centre.
- 38 young people from Agen and Bryngwyn School took part in a town centre walk. Visiting the indoor market and Llanelli House with a key focus on the town’s history and culture.

### (6) UNLOVED HERITAGE PROJECT

Llanelli Town Council continues to support The Unloved Heritage Project which is now in its 2<sup>nd</sup> year and is going from strength to strength. There are a number of planned events though to the summer term as follows with on average 30 young people being involved who have identified to be at risk. The project is fully funded by Cadw.

- 18/4/18 - Photography workshop with Andy Davies
- 19/4/18 - Cycling North Dock
- 23/4/18 - Visit to Makerspace Ammanford. We will be editing the photos with the photographer, and using the 'fun' media room
- 08/5/18 - Visit to Y Ffwrnes theatre for a behind the scenes tour
- 17/5/18 - Kayaking/raft building North Dock
- 22/5/18 - Visit to Pembrey Country Park to look at the archaeological remains of the WW1/WW2 munitions factory
- 18-20/6/18 - Aerial photography of Llanelli, (weather dependant) traveling from Swansea airport
- 26/6/18 - Visit to Llyn y Fan Fach to look at the work completed by Conscientious Objectors
- 05/7/18 - Coasteering group
- 12/7/18 - Coasteering group

**RESOLVED** – that the information be noted

**This meets goals 1, 2, 3, 4, 5, and 6 of The Wellbeing of Future Generation Act 2015.**

#### (7) OTHER ACTIVITIES – MARCH

The Community Development Officer and other Council Officers have assisted and attended group meetings, examples are as follows:

- One Voice Wales Innovation Awards held on the 29<sup>th</sup> March was attended by the Mayor, leader and officers.
- Celtic Media Festival meetings, preparing for the May festival.
- Community Policing debrief on the Nemesis project.
- Future Generations meeting held with other Town and Community Councils subject to the Act.
- Town Centre Fusion meetings looking at future projects in Llanelli Town Centre

**RESOLVED** – that the information be noted

**This meets goals 1, 2, 3, 4, 5 and 6 of The Wellbeing of Future Generation Act 2015**

#### (8) DATES FOR DIARIES, COMMUNITY ACTIVITY FOR APRIL & MAY

- Fusion Day in Llanelli Town Centre, Saturday 28th April.
- Antioch Centre OAP Lunch Club - Every Monday at 12.00 pm- 1.30 pm
- Every Tuesday evening Llanelli Library- Tenovus Singing Along 6.30 pm - 8.00 pm

- Llanelli Multicultural Network drop-in - Saint Paul's Family Centre every Friday 1.30 pm -3.00 pm
- Y Lle Welsh Youth Group - 6.00 pm - 8.00 pm every Thursday night, youth club for young people
- Y Lle Sospan Soup Kitchen Sundays 7.00-8.00pm
- Sospan Shedders sessions every Friday 10.00 am – 1.30 pm in Derwent Street
- Celtic Media music and poetry fringe events will take place in Llanelli on the 2<sup>rd</sup>, 3<sup>th</sup> and 4<sup>th</sup> May.

**RESOLVED** – that the information be noted

**This meets goals 1, 2, 3, 4, 5 and 6 of The Wellbeing of Future Generation Act 2015**

## **81. RISK ASSESSMENT**

Further to Minute No. 86 of the Committee meeting held on 24<sup>th</sup> April 2017, members received a copy of the Town Clerk's report together with a copy of The Risk Assessment Register (copies having been previously circulated to members).

One of the key elements of the Council's Risk Management Strategy, approved at the Council meeting on 2<sup>nd</sup> November 2011, is Risk Identification and the strategy states that "All risks identified will be recorded in the Council's Risk Assessment Register" and that this Register will be reviewed and presented to the Building and Finance Committee for approval on an annual basis".

**RESOLVED** – that the Risk Assessment Register be approved and be further reviewed in 12 months' time.

## **82. PUBLIC FOOTPATHS**

Further to Minute No. 58(2) of the Committee meeting held on 19<sup>th</sup> February 2018, the Town Clerk reported the receipt from Wrenvale Nurseries and Landscapes of the Footpath Inspection Reports to the end of March 2018 (copies having been previously circulated to members).

**RESOLVED** – that the reports be noted and forwarded to the County Council for their attention.

## **83. PARC Y DRE**

Further to Minute No. 71 of the previous Committee meeting held on 19<sup>th</sup> March 2018, members received notes of an Officers meeting held on 28<sup>th</sup> March 2018, with the County Council's Tree Preservation Officer (copies having been previously circulated to members).

**RESOLVED** – that the information be noted.

## **84. APPLICATIONS FOR FINANCIAL ASSISTANCE**

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

Councillor M.D. Cranham, J.P. declared a personal interest in application (d) and (e) as he was a Governor of Stebonheath School and the Council's nominated representative on Friends of Llanelli Museum, as he did not consider this to be a prejudicial interest he remained in the meeting during the discussion and voting thereon.

Councillor Ms. S.A. Curry declared a personal interest in application (d) as she was a Governor of Stebonheath School and as she did not consider this to be a prejudicial interest she remained in the meeting during the discussion and voting thereon.

Councillor J.S. Edmunds (Town Mayor) declared a personal interest in application (d) as he was a Governor of Stebonheath School and as he did not consider this to be a prejudicial interest he remained in the meeting during the discussion and voting thereon.

Councillor J.G. Prosser declared a personal interest in application (g) as he was a member of the Committee, as he did not consider this to be a prejudicial interest he remained in the meeting during the discussion and voting thereon.

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

**RESOLVED** as follows –

- (a) Llanelli Visually Impaired Bowls Club – that a grant of £500 be made;
- (b) South Wales Junior Cricket League – that a grant of £300 be made;
- (c) Plant Dewi – that a grant of £300 be made;
- (d) Stebonheath Primary School – that a grant of £300 be made;
- (e) Friends of Llanelli Museum – that a grant of £300 be made;
- (f) Llanelli Art Society – that a grant of £300 be made;
- (g) Machynys East Residents Association – that a grant of £300 be made;
- (h) Brynhyfryd Bowls Club – that a grant of £500 be made;
- (i) Llanelli & District Civic Society – that a grant of £300 be made;
- (j) Ty'rfran Bowls Club – that a grant of £500 be made.

### **(2) LETTERS OF THANKS**

**RESOLVED** – that letters of thanks received from Cruse Bereavement Care Carmarthenshire, Wales Air Ambulance and Morfa Family Centre be noted with pleasure.

## 85. PUBLIC BODIES (ADMISSION TO MEETING) ACT, 1960

**RESOLVED** – that in view of the confidential nature of the business to be transacted the following matters 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.

## 86. COUNCIL BUILDINGS – REPAIRS AND MAINTENANCE: ANNUAL APPRAISAL OF APPROVED LIST CONTRACTORS

Councillor D.Ll. Darkin declared a personal interest in this item as an owner of an Architect business and as he considered this to be a prejudicial interest, he withdrew from the meeting prior to the discussion and voting thereon.

Councillor J.G. Prosser declared an interest in this item as one of the contractors was a personal friend and as he considered this to be a prejudicial interest, he withdrew from the meeting prior to the discussion and voting thereon.

Further to Minute No. 91 of the Committee meeting held on 24<sup>th</sup> April 2017, the Consultant Architect presented his annual appraisal of the contractors that had carried out work for the Council during the preceding twelve months (copies having been previously circulated to members).

Members were given a summary of the works undertaken by the relevant contractors and the total value of each contract. Contracts were appraised under three main headings, namely the percentage of works completed on time, the average standard of workmanship and the response time in each case. The details for 2017/2018 together with the relevant details for the previous year by way of comparison were as follows:-

	2017/2018	2016/2017
Total number of projects	2	6
Total value of projects undertaken	£41,215.00	£76,235.60
Percentage of works completed on time	50%	50%
Average standard of workmanship	Good	Very Good
Response time:		
(1) Very good	50%	50%
(2) Good	50%	33%
(3) Acceptable	0%	17%
(4) Poor	0%	0%

No requests for inclusion in the contractor's tender list were received during the year.

**RESOLVED** – that the appraisal report be noted and accepted, and that the Council's Approved List includes the following contractors for the forthcoming year:

- (1) TAD Builders Limited;
- (2) M. Hiorns Contractors Limited;
- (3) Allwood Joinery Ltd. (formerly Gwyn Phillips Ltd.);
- (4) Ware & Michael Ltd.;
- (5) Lewis Construction Ltd.;
- (6) M. Taffetsauffer Building & Civil Engineers.

The Meeting concluded at 6.25 p.m.