

LLANELLI TOWN COUNCIL

MINUTES

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LLANELLI TOWN COUNCIL

ORDINARY MEETING

10th January 2018

At the **ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held at The Old Vicarage, Town Hall Square, Llanelli, on Wednesday, 10th January 2018 at 6.00 p.m.

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

Councillors

Bigyn Ward

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

Elli Ward

D.Ll. Darkin
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).

Lledi Ward

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

Tyisha Ward

T. Davies
A.S.J. McPherson

APOLOGIES: Councillors Ms. S.A. Curry, S.I. Davies, C. Griffiths and Mrs. S.J. Griffiths.

75. LEADER OF THE COUNCIL

Councillor Ms. S. Najmi (Deputy Leader) informed members that due to family commitments Councillor Mrs. J. Williams was standing down from her role as Leader of the Council. As a result Councillor Najmi and Councillor Mrs. S. Griffiths would assume the duties of the Leader and Deputy Leader of the Council respectively until the Annual Meeting in May 2018.

Councillor Najmi paid tribute to Cllr. Williams and thanked her for the outstanding service and leadership qualities which she had demonstrated during her leadership of the Council and as a token of appreciation presented her with a bouquet of flowers.

The Leader of the Opposition, Councillor J.P. Jenkins, also paid tribute to Councillor Mrs. J. Williams' long service as a councillor, Town Mayor and Leader. He thanked her for leading the Council during a period of great change and hoped she would continue to share her experience with all members of the council for the benefit of Llanelli.

The Town Mayor, Councillor J.S. Edmunds, reiterated the sentiments expressed by both Councillors Najmi and Jenkins and thanked Councillor Williams for her sterling service and steadfast control she has exhibited as Leader of the Council.

Councillor Mrs. J. Williams responded by thanking the Mayor and Councillors Najmi and Jenkins for their kind remarks and wished her successor every success in her new role.

76. 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	6 th December 2017
Llanelli Joint Burial Authority Advisory Committee	8 th November 2017
Town Twinning Committee	11 th December 2017
Planning, Licensing and Consultation Committee	11 th December 2017
Building and Finance Committee	18 th December 2017

77. APPOINTMENT OF STANDING AND OTHER COMMITTEES

Further to Minute No. 10 of the Adjourned Annual Town Council meeting held on 18th May 2017, the Town Clerk reported the receipt of an e-mail received from Councillor Ms. S.A. Curry requesting that she and Councillor A.S.J. McPherson exchange membership of the two Standing Committees.

RESOLVED – that Councillor Ms. S.A. Curry becomes a member of the Building and Finance Committee and Councillor A.S.J. McPherson becomes a member of the Planning, Licensing and Consultation Committee.

78. REPRESENTATION ON OUTSIDE BODIES

Further to Minute No. 12 of the Adjourned Annual Town Council meeting held on 18th May 2017, the Town Clerk reported the receipt of an e-mail received from Councillor Mrs. S. Griffiths resigning as a School Governor of Ysgol Maes Y Morfa due to work commitments.

RESOLVED – that Councillor S.L. Rees be nominated as the Council’s representative on Ysgol Maes Y Morfa Governing Body.

79. CORPORATE GOVERNANCE

Further to Minute No. 60 of the Council meeting held on 7th December 2016, consideration was given to 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.

80. NOTICE OF MOTION

The Town Clerk reported the receipt of a Notice of Motion, Proposed by Councillor S.I. Davies and Seconded by Councillor J.P. Jenkins, however, due to Councillor Davies’ apologies for absence the Motion was now Proposed by Councillor J.P. Jenkins and Seconded by Councillor S.L. Rees.

The Motion stated ‘that Llanelli Town Council expresses its concern at the large number of used needles being found in public areas around Llanelli. This Council calls upon all relevant Authorities to work together to tackle this issue to ensure the safety of law-abiding residents is prioritised and stricter controls are placed over the supply of needles in Llanelli’.

During a lengthy discussion members expressed their concerns regarding the number of used needles being discarded within the town centre, however, it was felt that the imposing of stricter controls on needle exchange could result in greater cases of needles being shared. As a result an amendment was put to the motion which read: ‘that Llanelli Town Council expresses its concern at the large number of used needles being found in public areas around Llanelli. This Council calls upon all relevant Authorities to work together to tackle this issue to ensure the safety of law-abiding residents and that the Council contacts the Hywel Dda Health Board, DDAS and the Police asking them to attend a future Council meeting to discuss the matter’ was moved and seconded.

Following a request for a recorded vote it was

RESOLVED – that the amended motion be approved with the votes being cast as follows:-

Votes for the Amended Motion: Councillors Ms. L.A. Edmunds, M.P. Edmunds, J.S. Edmunds (Town Mayor), C.A. Reed, W.E. Skinner, D.Ll. Darkin, J.G. Prosser, Mrs. B.A.L. Roberts (Deputy Town Mayor), Ms. S. Najmi, J.P. (Leader of the Council), P.T. Warlow, A.S.J. McPherson, Mrs. J. Williams.

Votes against the Amended Motion: Councillors M.D. Cranham, J.P., T. Davies, J.P. Jenkins , J.E. Jones, J.P., W.J. Lemon, S.L. Rees.

81. PARC HOWARD

Members received the notes of a meeting held on 7th December 2017 (copies having been previously circulated to members) and following a discussion, it was

RESOLVED – that the information be noted and received.

82. MATTER FOR INFORMATION

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

Derelict Building Safety Report.

83. 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.

84. ASSET TRANSFER

Further to Minute No. 74 of the Town Council meeting held on 6th December 2017, members considered a report prepared by the Administrative Officer (copies having been previously circulated to members).

Members noted the update provided on the current position with regards the Asset Transfer of the agreed locations at Crown Park, Havelock Park, Parc y Dre, Penyfan Park and Penygaer Playing Fields.

Consideration was also given to the possible transfer of the following assets to the Town Council:

- Nightingale Court Play Area
- Clos yr Ysgol Play Area
- The Quarry in Penyfan
- Morfa Park

Members received information on the County Council's current expenditure levels at each site over the previous 3 financial years.

Following a lengthy discussion it was

RESOLVED – that the current position in relation to the agreed asset transfer locations be noted and that an Extraordinary Town Council meeting be arranged to allow further discussion and consideration of the additional asset transfer locations proposed by the County Council.

The Meeting concluded at 7.35 p.m.

EX-TOWN MAYORS' COMMITTEE

15th January 2018

At a Meeting of the **EX-TOWN MAYORS' COMMITTEE** of LLANELLI TOWN COUNCIL held at The Old Vicarage, Town Hall Square, Llanelli on Friday, 15th January 2018 at 5.05 p.m.

PRESENT: Councillors Mrs. J. Williams (Chairman), J.P. Jenkins (Vice-Chairman), W.J. Lemon, Ms. S. Najmi, J.P. (Leader of the Council) and W.E. Skinner.

1. MAYORAL SUCCESSION

Members considered a report prepared by the Town Clerk (copies having been previously circulated to members together with the current seniority list) which explained that the Mayoral succession was currently based on the seniority list of councillors. This list is compiled using the date a councillor is elected/co-opted onto the council and the length of time the councillor has spent on the council without any break in service. Any broken past years' service is only used when a group of councillors are elected to the council at the same time and seniority is determined by using that service as a first process prior to the drawing of lots. Following an election the seniority is determined as follows:-

- The most senior is the councillor with the earliest date of election/co-option and unbroken service;
- Broken service is used to determine seniority between those elected as a 'new' councillor i.e. they were not standing councillors prior to the election;
- 'New' councillors' seniority is determined by the drawing of lots;
- Priority given to the ruling political party.

The Report also explained the process for electing the Town Mayor with the Town Clerk initially approaching the next councillor on the seniority list that has not yet been Town Mayor, to ascertain whether the councillor wishes to be considered for the office of Town Mayor.

Following a briefing by the Town Clerk, using the Mayoral Handbook, and following a short period of time to reflect on the offer, the councillor can either accept or decline the offer maybe as a result of family / work commitments or health grounds. The councillor will be asked again in future years until they accept or request that they no longer want to be considered.

Once the councillor has accepted the offer they are required to produce the name of their Mayoress/Consort and the names of their Deputy Mayor and Deputy Mayoress/Consort together with the name of their Chaplain.

Having received the aforementioned information the Town Clerk will arrange an Ex-Mayor's committee meeting, including the current Town Mayor, to meet with the councillor in order that some advice can be given from their experiences as Town Mayor.

The Town Clerk will then place an item on the council agenda in February or at the latest March so that the council can formally appoint the Town Mayor-Elect.

Following a discussion, it was

RESOLVED – that the Seniority and Mayoral Succession list and the aforementioned procedure is adopted and approved.

The Meeting concluded at 5.20 p.m.

PLANNING, LICENSING AND CONSULTATION COMMITTEE

15th January 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, 15th January 2018 at 6.00 p.m.

PRESENT: Councillors J.P. Jenkins (Chairman), D.Ll. Darkin (Vice-Chairman), T. Davies, J.E. Jones J.P., C. Griffiths, Mrs. S.J. Griffiths, A.S.J. McPherson and S.L. Rees

APOLOGIES: Councillors S.I. Davies, M.P. Edmunds and C.A. Reed.

48. TOWN AND COUNTRY PLANNING ACT

(1) PLANNING APPLICATIONS

Councillor D.Ll. Darkin declared a personal interest in application S/36621, as his company were the applicants Agents 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)
S/36575 Mr. Kenneth Davies, 46 Greenway Street, Llanelli, SA15 3BS	Proposed disabled facilities adaptations – construction of single storey wet room extension to rear of property and forming new accessible ramped entrance to frontage.	No objection.

Ref No. and Name and Address of Applicant (1)	Proposed Development (2)	Observations (3)
<p>S/36564 Natural Resources Wales, Land at Lower Trostre Road, Llanelli, SA15 2DY</p>	<p>Installation of a camera to monitor floor risk asset grid at Morfa, Llanelli, involving the construction of small concrete plinth (approx. 1.2m x 2.0m) and the installation of a pole (up to 5m high) mounted camera and kiosk (PVC coated steel enclosure) on a permanent basis to monitor the grid. The camera and control kiosk will be on left hand bank (South of river).</p>	<p>No objection.</p>
<p>S/36610 Morgan, 7 Springfields, Llanelli, SA15 2DB</p>	<p>Re-instatement of existing 2 storey extension and rear conservatory due to subsidence.</p>	<p>No objection.</p>
<p>S/36621 Gareth Thomas, 47 Old Road, SA15 3HR</p>	<p>Proposed dwelling (reserved matters to outline approval S/34949).</p>	<p>No objection.</p>
<p>S/36622 Mr. D. Owen, Land adjacent to 21 Coedcae Road, Llanelli, SA15 1HJ</p>	<p>Two new dwellings.</p>	<p>No objection.</p>
<p>S/36623 Stephen Ashton, 29 Gower View, Llanelli, SA15 3SN</p>	<p>Proposed single storey rear extension with pitch roof over</p>	<p>No objection.</p>

49. DRAFT LOCAL DEVELOPMENT ORDER FOR LLANELLI TOWN CENTRE

The Town Clerk reported the receipt of an e-mail message dated 15th December 2017, received from the Forward Planning Section, Carmarthenshire County Council (copy of e-mail and Draft Development Order for Llanelli Town Centre having been previously circulated to members).

RESOLVED – that the Council welcomes and fully supports the draft Local Development Order.

50. AIR QUALITY ACTION PLAN

Further to Minute No. 40 of the Committee meeting held on 6th November 2017, the Town Clerk reported the updated Carmarthenshire County Council's proposed Action Plan for the towns of Llanelli and Carmarthen (copies having previously been circulated to members).

Members expressed their deep concerns that the document included the possibility of re-opening Bridge Street to traffic and felt the street should remain pedestrianised as it is a conservation area which includes Llanelly House and St. Elli Parish Church.

Following a brief discussion, it was

RESOLVED – that the Town Council objects to any possible re-opening of Bridge Street and that the County Council be asked to promote the use of the coastal road which would hopefully alleviate traffic congestion through the town centre and that they also consider finding a solution to the major problems being experienced in and around the roads in the vicinity of Sandy Bridge.

51. TUNNEL ROAD – PROPOSED STOPPING-UP SHORT SECTION OF REAR LANE AT 54 AND 56, ADJOINING 48 TUNNEL ROAD

The Town Clerk reported the receipt of an e-mail dated 21st December 2017, received from the Environment Department, Highways and Transportation Department, Carmarthenshire County Council (copies of the e-mail with site plan having been previously circulated to members).

The County Council were proposing to extinguish the public highway status upon a short section of rear land at 54 and 56 Tunnel Road, Llanelli, as it was a dead end with no through route as identified on the accompanying plan. This proposal would require a Stopping Up Order under Section 116 of the Highways Act 1980 which would be presented and determined by the Magistrates Court.

RESOLVED – that no objection be made to the proposed stopping-up as long as the residents of the two properties had been contacted and were willing to adopt the proposed land in question.

The Meeting concluded at 6.15 p.m.

SELWYN SAMUEL CENTRE COMMITTEE

15th January 2018

At a Meeting of the **SELWYN SAMUEL CENTRE COMMITTEE** of LLANELLI TOWN COUNCIL held at The Old Vicarage, Town Hall Square, Llanelli on Monday, 15th January 2018 at 6.20 p.m.

PRESENT: Councillors Ms. S. Najmi, J.P. (Chairman), T. Davies, D.Ll. Darkin (substitute for Cllr. M.P. Edmunds), J.P. Jenkins (substitute for Cllr. S.I. Davies), Mrs. S.J. Griffiths, A.S.J. McPherson, J.G. Prosser, S.L. Rees, W.E. Skinner and Mrs. J. Williams.

APOLOGIES: Councillor S.I. Davies and M.P. Edmunds and C.A. Reed (Vice-Chairman).

13. FINANCIAL REPORT

Consideration was given to the report prepared by the Town Clerk, giving a detailed analysis of cumulative income and expenditure for the period between 1st April and 31st December 2017, in the sums of £37,903 and £54,886 respectively (copies having been previously circulated to members).

RESOLVED – that the aforementioned report be adopted and approved.

14. CENTRE CAR PARK

Further to Minute No. 8 of the Committee meeting held on 17th October 2016 consideration was given to the Town Clerk's written report (copies having been circulated to members prior to the start of the meeting).

The Report informed members that the Selwyn Samuel Centre car park was currently held by the Town Council on a 99 year lease (commencing October 2003) from the County Council and following the aforementioned meeting members had agreed to sub-lease the car park back to the County Council for the remainder of the lease period to allow the County Council to charge for parking and carry out enforcement at the location.

Members were informed that the car parking payment equipment had been installed and that enforcement would commence from Monday, 15th January 2018, as follows:

- 3 hour free parking.
- Anyone wishing to use the car park for longer than 3 hours would have two options
 - 4 hour parking (£2.00)
 - All day (8 am – 6 pm) parking £2.20

- It would not be possible to park for 3 hours free and then pay £2.00 for an additional 4 hours.
- Enforcement would be undertaken by County Council Officers 7 days per week from 8am to 6pm.
- There would be no car registration submission so one daily ticket could be passed between stewards on duty at the centre.

The payment of parking charges will be required by Llanelli Indoor Bowls Club Stewards and Committee members and it was, therefore, proposed that the Town Council reimburse these individuals only for their parking costs. Since no car registration would be required on the ticket the morning steward could purchase an all-day ticket in the morning and pass the ticket on to the next steward thereby only requiring the re-imburement of one stewarding ticket per day. It is anticipated that the bowling fraternity would in the main be able to visit the centre and take part in their bowling activities within the 3 hour free parking window.

RESOLVED – that the report be noted and proposal outlined be approved.

15. 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.

16. DEAF LOOP SYSTEM

Further to Minute No. 8 of the Committee meeting held on 20th July 2017, members considered a report prepared by the Administrative Officer (copies having been previously circulated to members).

Following the implementation of the Deaf Loop System there are currently 12 receivers provided to be used in conjunction with individual hearing aids which link individually to a microphone which is plugged into an outlet in the room. The system has been utilised during Llanelli WEA lectures where it was noted that the microphone when linked directly to the system can be restrictive to Speakers / Entertainers which has led to some patrons having difficulty hearing the event.

Also there may be occasions where more than 12 users may wish to utilise the system and it was, therefore, agreed to seek quotations for an additional 12 receivers along with 2 wireless microphones.

RESOLVED – that the lowest quotation submitted by RNF Services in the sum of £2,930 be accepted and approved.

17. LLIEDI SUITE LIGHTING

Members considered a report prepared by the Administrative Officer (copies having been previously circulated to members).

The report informed members that during a recent electrical inspection it had been noted that a large number of bulbs in the lighting unit bays within the Lliedi Suite were not operational and quotations had been received for their replacement.

It was also noted that some of the fluorescent tubes surrounding the bays were deteriorating but it was suggested that the position be monitored for the time being whilst the lighting bulbs were replaced.

RESOLVED – that the lowest quotation submitted by RNF Services in the sum of £1,564 be accepted and approved.

18. CENTRE SECURITY SYSTEM

Members considered a written report prepared by the Administrative Officer (copies having been previously circulated to members),

The report informed members that on the morning of 28th November 2017, an attempted intruder / vandalism incident had occurred at the entrance of the Lliedi Suite with the breaking of a door security glass panel.

As a result of this incident it was felt appropriate to install additional sensors at entry points to prevent an intruder from proceeding any distance into the building without activating two sensor signals which upon activation the Council's alarm monitoring company, Dyfed Alarms, would automatically phone the Police. Therefore, a quotation had been sought from Dyfed Alarms for the supply of 6 new intruder detectors and 2 combined PIR's.

RESOLVED – that the quotation in the sum of £1,200 be accepted and approved.

19. CONCESSIONAIRE

Further to Minute No. 12 of the Committee meeting held on 25th September 2017, members received notes of Quarterly Performance Review meetings held with the Concessionaire, Mr. Paul Francis, the Town Clerk and Administrative Officer (copies having been circulated prior to the start of the meeting).

RESOLVED – that the information be noted.

The Meeting concluded at 6.35 p.m.

STEBONHEATH DEVELOPMENT COMMITTEE

22nd January 2018

At a Meeting of the **STEBONHEATH DEVELOPMENT COMMITTEE** of LLANELLI TOWN COUNCIL held at The Old Vicarage, Town Hall Square, Llanelli on Tuesday, 22nd January 2018 at 5.45 p.m.

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

APOLOGIES: Councillors C. Griffiths and J.P. Jenkins.

14. FINANCIAL REPORT

Consideration was given to the report prepared by the Town Clerk, giving a detailed analysis of cumulative income and expenditure for the period between 1st April and 31st December 2017, in the sums of £16,723 and £56,276 respectively (copies having been previously circulated to members).

RESOLVED – that the aforementioned report be adopted and approved.

15. STADIUM FLOODLIGHTING

Further to Minute No. 8 of the Committee meeting held on 26th September 2017, consideration was given to a report prepared by the Administrative Officer (copies having been previously circulated to members).

Members were informed that the Council's Consultant Mechanical and Electrical Engineers, Bullock Consulting, had provided an assessment of the current lighting columns with their findings showing the average horizontal lux level at 1m is currently 356 lux. The results show that the stadium has sufficient lighting levels for current use other than for international matches played under lights. Taking account of the current and future anticipated playing levels of the two sporting clubs who utilise the stadium it would be necessary to make repairs to bring the lighting level up to 500-800 lux. Bullock Consulting have estimated that with all the lights operating appropriately a lux level of 500 would be achieved and following a brief discussion, it was

RESOLVED – that the Council's electrical contractor with the most experience with regards to the flood lighting system at Stebonheath, R.T. Electrics, be instructed to carry out the replacement of the lighting units.

16. 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.

17. STEBONHEATH PARK LEASE

Members considered a report prepared by the Town Clerk regarding the possibility of the Council entering into a lease of the ground to a group made up of representatives from the West Wales Raiders Rugby League Club and Llanelli Town A.F.C. (copies having been previously circulated to members).

Members were informed that the aforementioned group was considering this step in order to access grant funding in order that improvements can be made to the ground that would enable both sports to train within Stebonheath Park and also improve the current facilities. The two sporting clubs had therefore requested information of under what arrangements a lease would be considered.

Drawing on the council's experiences with asset transfer the main benefit to the council would be that the lease would place responsibility for the day to day running of the ground on the tenant and as a result of continuing to have ownership of the ground the council would retain responsibility for the maintenance of the facility. However, the revenue costs such as gas, electricity and water, together with repair costs would be the responsibility of the tenant.

It was further noted that the council would continue to employ the groundsman, with the possibility of utilising his time more efficiently across all of the council's assets. The Council would provide the pitch maintenance free of charge similar to the arrangement implemented for the other football and rugby pitches with the current income generated by the hire of the pitch by the rugby and football clubs being replaced by a new arrangement, possibly an annual rental charge.

RESOLVED – that the Committee instructs the officers to continue with the discussions on a possible lease of the ground and bring back their findings to a future Committee meeting.

18. STADIUM EMERGENCY LIGHTING

Members considered a report prepared by the Administrative Officer on the emergency lighting system. Following monthly and annual checks it had been identified that there was a lack of lighting available to the rear of the Jock Stein Lounge and immediately leading from the rear Jock Stein lounge or Tunnel exits onto the Evans and Clifton Terrace areas (copies having been previously circulated to members).

The Council's two electrical contractors Messrs. R.T. Electrics and R&NF Services had been approached and asked to provide quotations for the respective works and it was

RESOLVED – that the quotation submitted by R.T. Electrics in the sum of £887 being the lowest be noted and approved.

The Meeting concluded at 5.55 p.m.

BUILDING AND FINANCE COMMITTEE

22nd January 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, 22nd January 2018 at 6.00 p.m.

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

46. FINANCIAL REPORTS

Consideration was given to the Budget Review report of the Town Clerk, Income and Expenditure report for 1st April – 31st December 2017 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 £892,665 and £562,548 respectively, be approved.

(2) ACCOUNTS FOR PAYMENT

RESOLVED – that the payment schedule showing cheque payments in respect of voucher nos. 15074 - 15103 (inclusive), in the sum of £36,376.91, and Direct Debit, BACS payments and Other Payments, in the sum of £18,118.43, £14,346.90 and £0 respectively, be approved.

(3) VIREMENTS/EARMARKED RESERVES

RESOLVED – that the Budget Review report dated 22nd January 2018, be noted and approved.

47. COMMUNITY CENTRES

(1) HIRINGS

Consideration was given to the summary schedule of hirings of all community centres during the month of December 2017 (copies having been previously circulated to members).

RESOLVED – that the information be noted.

48. COMMUNITY DEVELOPMENT OFFICER

Further to Minute No. 40 of the Committee meeting held on 18th December 2017, 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) SOSPAN SOUP KITCHEN, Y LLE AND LLANELLI FIRE STATION

The Mayoral Party and Officers visited The Sospan Soup kitchen on a number of occasions over the Christmas period it was an opportunity to meet the users and thank the volunteers for all their hard work on this important project. Llanelli Fire Station held a Christmas Day lunch on the 25th December for 25 people who were identified through their community service. Llanelli Salvation Army also catered for a number of community members on Christmas day, all three projects were supported by Llanelli Town Council.

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) THE WRAPPED IN LOVE PROJECT

The project was launched on the 2nd December and over the four weeks an estimated 260 presents were wrapped with 48 community members volunteering. Wrapping paper and materials were donated by Llanelli Market and the branding material supported by the Town Council. The project formed part of a wider loneliness campaign throughout December and it gave the time to connect and listen to those that needed it and it is planned that the project will be arranged again in December 2018.

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) A SONG FOR WALES – CÂN I GYMRU

A number of organisations from Llanelli have taken part to produce a song to be entered into the Cân I Gymru competition, Y Lle, Llanelli, Tenovus Choir and Ragsy (from the Voice television programme) supported by the Town Council submitted the Community Song in late December. The song has been placed in the top two submitted Welsh songs and will be featured in the competition on the 1st March, which will be televised live on S4C, with all proceeds raised being donated to Tenvous. Ragsy will perform the song as part of a tour taking place throughout Wales to celebrate the Welsh Language in February and March with five gigs planned, two of which will be in Llanelli on the 9th February and 16th March.

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) CELTIC MEDIA FESTIVAL

The Celtic Media Festival will be held in Llanelli on the 2nd – 4th 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. The Town Council and other Community Officers in Llanelli are working in conjunction to support a number of Community fringe events to be held during the festival evenings. Further information will be provided to future Committee meetings.

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) PANCAKE DAY – 13TH FEBRUARY

The Llanelli Bid are arranging the Second Annual Town Centre Pancake Race on the 13th February to celebrate Shrove Tuesday. The adults team race will take place at 2pm with the school team race at 10.00am. The Council has been asked to submit a team of 4, if you would like to be a team member, please let the officers know.

RESOLVED – that the information be noted.

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

(6) ONE VOICE WALES AREA COMMITTEE

Llanelli Town Council is hosting the One Voice Wales Carmarthenshire Area Committee on the 27th February at 7.00pm, Council Officers have also been asked to attend the meeting and present on the Town Council activities relating to the Wellbeing of Future Generations Act.

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) DEWIS CYMRU INFORMATION SERVICE

The Dewis Cymru online information directory <https://www.dewis.wales> is a free online directory launched in Wales this year. The directory offers community members an opportunity to search online for community activities, groups and services all with a remit of improving people's wellbeing. A year since the 1st service was added to it, Dewis Cymru has received over 35,000 'hits' per month for its 3,000 registered services.

If you are aware of any community groups that improve people's wellbeing such as knitting, football, walking groups, meals on wheels to mother and toddler groups or tenant groups that could benefit from the service then please note there will be a number of sign up events taking place in Llanelli. The first of which being held at Ty Gwyn Church, Llanelli on Tuesday 23rd January 2018 from 10.00 am – 2.00 pm

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) OTHER ACTIVITIES – DECEMBER AND JANUARY

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

- (a) Llanelli Community Executive, Ty Golau, Crafty seniors, Sospan Shedders, Morfa Residents group, Llanelli Emergency planning group, Stordy Digdol and Unloved Heritage meetings.
- (b) People Speak project - The Sharing and workshops held in Ffwnes Fach in December
- (c) Llanelli Derelict Building walkabout with the Fire Service, Youth Service and Police.
- (d) Took part in Operation Ulysses service provider feedback session held in Llanelli Fire Station.
- (e) Number of visits to Llanelli Soup Kitchen
- (f) Wellbeing event New Year New You – held in Llanelli Library on 13th January
- (g) Fair Trade Party – held on the 6th January in the Selwyn Samuel 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

(9) DATES FOR DIARIES, COMMUNITY ACTIVITY FOR JANUARY AND FEBRUARY

- 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

RESOLVED – that the information be noted.

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

49. COMMUNITY DEVELOPMENT WORK PROGRAMME 2017-18

Further to Minute No. 16(2) of the Committee meeting held on 17th July 2017, members received an update of progress with the agreed Community Development Work Programme for 2017/18 (copies having been previously circulated to members).

RESOLVED – that the report of progress with the 2017-18 Work Programme be noted.

50. SAFER ROUTES TO COMMUNITIES BID

Further to Minute No. 21(2) of the Committee meeting held on 18th September 2017, members considered an e-mail dated 15th January 2018, received from the Transport Planning Unit, Carmarthenshire County Council (copies having been previously circulated to members).

The email informed members that due to the size of the Llanelli West Safer Routes in Communities bid, in terms of area it covers and work suggested, the associated costs were estimated to be around £600,000. As a result the Transport Planner sought a letter of support from the Town Council and possibly a match funding commitment for the 2018/19 financial year. It was noted that the Welsh Government may under the bid criteria, look favourably upon any application made that included a match funding elements and therefore may enhance the chances of securing the funding.

RESOLVED – that the Town Council send a letter of support and a match funding commitment of £5,000 be agreed towards the scheme costs if implemented.

51. TOWN CENTRE WEBSITE

Members considered the Town Clerk's verbal report on meetings he attended as a representative on the Town Centre Task Force where a need had been highlighted to produce a website promoting the town of Llanelli i.e. the shops and local attractions. Officers had been tasked to find opportunities for the Council to become more visible whilst promoting the town and it was felt that this may be such an opportunity.

RESOLVED – that the Town Council contribute £2,000 towards the website.

52. APPLICATIONS FOR FINANCIAL ASSISTANCE

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

Councillors M.C. Cranham, Ms. S.A. Curry, J.G. Prosser and Mrs. B.A.L. Roberts declared personal interests in application (c) as they were all members of the Group, but as they did not consider this to be a prejudicial interest they remained in the meeting without taking part in the discussion and voting thereon.

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

RESOLVED as follows –

- (a) Prince Philip Hospital Radio – that a grant of £300 be made;
- (b) Llanelli Ramblers Festival of Walks 2018 – that a grant of £300 be made;
- (c) Glanymor and Tyisha History Group – that a grant of £300 be made.

(2) LETTER OF THANKS

RESOLVED – that a letter of thanks received from St. Paul’s Family Centre be noted with pleasure.

53. 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.

54. COMMUNITY CENTRES

(1) HIRING CHARGES

Further to Minute No. 64(2) of the Committee meeting held on 13th February 2017, members reviewed the charges currently in operation for the Council’s community centres.

RESOLVED – that the charges for the financial years commencing 1st April 2018, be agreed as follows:

Glenalla Community Centre	P	(Incl VAT)	S	(Incl VAT)	C	(Incl VAT)
Main Hall	£6.25	£7.50	£8.75	£10.20	£10.00	£12.00
Glenalla Civic Hall	P	(Incl VAT)	S	(Incl VAT)	C	(Incl VAT)
Main Hall	£7.75	£9.30	£10.42	£12.00	£12.50	£15.00
Concert Hire	£15.00	£18.00	£19.00	£22.80	£23.00	£27.60
Piano	£0.00	£0.00	£0.00	£0.00		
Lakefield Community Centre	P	(Incl VAT)	S	(Incl VAT)	C	(Incl VAT)
Main Hall (Gym Club)	N/A	N/A	N/A	N/A	N/A	N/A
Room 1	£3.00	£3.60	£4.50	£5.40	£5.50	£6.60
Room 2	£3.00	£3.60	£4.50	£5.40	£5.50	£6.60
Room 3	£5.17	£6.20	£6.75	£8.10	£8.25	£9.90
Room 4	£5.17	£6.20	£6.75	£8.10	£8.25	£9.90
Room 5 (Gym Club)	N/A	N/A	N/A	N/A	N/A	N/A
Room 6	N/A	N/A	N/A	N/A	N/A	N/A

Llanerch Community Centre	P	(Incl VAT)	S	(Incl VAT)	C	(Incl VAT)
Main Hall	£6.25	£7.50	£8.75	£10.50	£10.42	£12.50
Committee Room	£4.00	£4.80	£5.75	£6.90	£7.08	£8.50
Group Practice	£7.75	£9.30				
Playgroup	£7.75	£9.30				
Paddock Street Community Centre	P	(Incl VAT)	S	(Incl VAT)	C	(Incl VAT)
Main Hall	£5.75	£6.90	£7.50	£9.00	£9.00	£10.80
Penymorfa Community Centre	P	(Incl VAT)	S	(Incl VAT)	C	(Incl VAT)
Main Hall	£6.25	£7.50	£8.75	£10.50	£10.42	£12.50
St. Barnabas Community Centre	P	(Incl VAT)	S	(Incl VAT)	C	(Incl VAT)
Main Hall	£6.25	£7.50	£8.75	£10.50	£10.42	£12.50
Committee Room	£4.17	£5.00	£5.75	£6.90	£7.08	£8.50
Wesleyan Community Centre	P	(Incl VAT)	S	(Incl VAT)	C	(Incl VAT)
Either Room	£6.25	£7.50	£8.75	£10.50	£10.42	£12.50
Birthday Party 3 ½hour period	£19.50	£23.40				
Public commercial hire/hour	N/A	N/A				

Code

P	Hire by the public or local societies/organisations.
S	Hire by charitable/fund raising organisations and local authorities.
C	Hire for profit and by companies.

(2) LAKEFIELD COMMUNITY CENTRE

Further to Minute No. 21 of the Committee meeting held on 18th July 2016, wherein the Town Council provided an exclusive hire at Lakefield Community Centre to the Llanelli Rhythmic Gymnastics Club for the main hall, store room, office and upstairs room with the Town Council retaining the use of the meeting rooms and kitchen for regular hirers.

Members were informed that the hiring agreement for this exclusive hire was to be reviewed annually in November / December of each year and as a result officers had met with Mrs. Linda Thomas of the club and renewed the agreement for the period to 31st January 2019 under the existing terms.

Members were also informed that the club has been very successful over recent years and makes up the bulk of the Welsh Commonwealth Games Team and that additional classes were also planned to commence in the New Year including extra baby and general sessions.

In 2017, the Gym Club have carried out developments at the Centre including providing a new demountable flooring system for their activities together with the following improvements:

- Provision of mirrors to rear wall of the main hall
- Provision of splash type kitchen surfacing beneath the dado rails at front and rear walls
- Painting of the storeroom and kitchen side entrance hallway
- Replacement of carpet in part of 1st floor room with wooden flooring
- Provision of mirrors to a wall in the 1st floor room

The Gym Club's intention is to start ballet classes on the first floor and to use the side entrance for all parents and club users. The improvements made in 2017 were approved by the Officers having been made aware in good time prior to works commencing. In the longer term, the Town Council may consider segregating both side of the building under a separate intruder alarm system. The club has continued to ensure its payments are up to date and have been a very conscientious hirer of the building.

RESOLVED – that the agreement to renew the Gym hiring agreement and improvements set out be adopted and approved.

(3) LLANERCH COMMUNITY CENTRE

Members considered a report prepared by the Administrative Officer's regarding the replacement of the current heating system in Llanerch Community Centre which following the annual inspection was considered to be in a poor condition and obsolete (copies having been circulated to members prior to the start of the meeting).

Members were informed that the Council's Consultant Mechanical and Electrical Engineers, Bullock Consulting, had undertaken a tender exercise to provide costings for a replacement system and it was

RESOLVED – that the tender submitted by R&NF Services in the sum of £5,598.75 being the lowest and the recommendation of the Consultant Mechanical and Electrical Engineers be duly accepted and approved.

The Meeting concluded at 6.15 p.m.