

# LLANELLI TOWN COUNCIL

## MINUTES

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## LLANELLI TOWN COUNCIL

### EXTRAORDINARY MEETING

6<sup>th</sup> June 2016

At the **EXTRAORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held at The Old Vicarage, Town Hall Square, Llanelli, on Tuesday, 6<sup>th</sup> June 2017 at 6.00 p.m.

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

### Councillors

#### Bigyn Ward

Ms. L.A. Edmunds  
M.P. Edmunds  
C.A. Reed  
W.E. Skinner

#### Elli Ward

D.Ll. Darkin  
S.I. Davies  
J.P. Jenkins

#### Glanymor Ward

J.E. Jones, J.P.  
W.J. Lemon  
J.G. Prosser  
S.L. Rees

#### Lliedi Ward

Mrs. S.J. Griffiths  
P.T. Warlow  
Mrs. J. Williams

#### Tyisha Ward

T. Davies  
A.S.J. McPherson

**APOLOGIES:** Councillors M.D. Cranham, J.P., Ms. S.A. Curry, C. Griffiths, Ms. S. Najmi, J.P. and Mrs. B.A.L. Roberts (Deputy Town Mayor).

## **16. PARC HOWARD**

The Town Mayor (Councillor J.S. Edmunds) welcomed Mr. Jonathan Fearn, Head of Property, Carmarthenshire County Council to the Extraordinary Town Council meeting and invited him to give supplementary information in respect of the two planning applications the County Council had submitted in relation to the proposed car park and play equipment installation within Parc Howard.

Initially the County Council had indicated their desire to asset transfer Parc Howard to the Town Council but failing this they gave assurances that the park would remain in public hands. They had also failed in a bid for Heritage Lottery funding that would have provided much needed investment in the park.

Mr. Fearn then proceeded to give a brief history of the consultation process that had been undertaken by the Leader of the County Council (Councillor E. Dole) together with his officers at meetings of the Parc Howard group which contained representatives from the Parc Howard Association, Friends of Llanelli Museum, Llanelli Community Heritage and Llanelli Town Council. During these meetings alternative plans for the car park were brought forward but only the one site was viable. This site would replace the multi-user games area (MUGA) and the underused tennis court with access via the current pedestrian access from Old Road incorporating passing bays and a footpath.

Mr. Fearn also pointed out that the works for the new play equipment, the Space Net, in their original position had been halted after it had been determined that planning approval was required and following one of the representation group meetings the site had been moved following objections raised at that meeting.

The representation group meetings had also considered the County's proposals for the Expressions of Interest being sought for the possible sensitive commercialisation of the ground floor of the Mansion House. The two planning applications would help support that venture.

Following Mr. Fearn's remarks the Mayor opened the floor to questions.

The Leader of the Council (Cllr. Mrs. J. Williams) thanked Mr. Fearn for his attendance, however, disagreed with him over his portrayal that the representative group meetings were consultation meetings since they were not always attended by the same people and no approval had been given by the representatives for the County Council to move forward with their proposals.

A number of concerns were raised by members relating to the positioning of the car park including the historic problems with traffic using Old Road, including speeding. It was also acknowledged by Mr. Fearn that on street car parking in Old Road was not currently a problem.

When asked about the running costs of the park Mr. Fearn couldn't give accurate figures but approximated that the park cost around £100,000 and the Mansion House £40,000.

Concerns were raised over the planning applications themselves in as much as there was no Air Pollution or Coal Mining Risk Assessments. There also didn't seem to be any justification for removing a tennis court which in their opinion was in use and there may be concerns from CADW over the removal of the play area and the eight trees.

Members were concerned that the car park was being provided without any thought to what role it would play in the park in respect of the commercial venture and that it would be better to delay the works, which are costed at around £100,000, until such time as the future of the Mansion House had been determined. Mr. Fearn did respond to say that even though the planning application may go forward the works may take some time before they were progressed. He also stated that Expressions of Interest had been received but because he didn't want to compromise the process he couldn't give any details.

It was also felt that the car park application also fell short in terms of the number of disabled car park spaces and whilst accepting that disabled drivers could access the park from the front entrance these spaces still needed to be included within the application. The car park would be free to use but members thought that it would be used by non-park users to avoid paying town centre car park charges. Mr. Fearn responded that this miss-use may result in charges being levied and in reply to a further question the number of car park spaces had been determined by the space available.

Members were very concerned over the lack of consultation and transparency in relation to the submission of the applications and in determining the future use of the Mansion House and park. They were aware of the public's opposition to the County Council's plans but it seemed that the County Council were going to move forward no matter what. Mr. Fearn indicated that all objections would be considered by the planning committee and that the application did provide a consultation period.

Members enquires into whether the County Council would be open to the possible involvement of a non-commercial body to work in partnership with the County Council to preserve the park was greeted positively by Mr. Fearn.

The Mayor thanked Mr. Fearn for his attendance and following his withdrawal it was

**RESOLVED** – that the Town Clerk meets with officers of Carmarthenshire County Council to discuss options regarding the future of Parc Howard and report back to a future meeting.

The Meeting concluded at 7.20 p.m.

## **PLANNING, LICENSING AND CONSULTATION COMMITTEE**

6<sup>th</sup> June 2017

At a Meeting of the **PLANNING, LICENSING AND CONSULTATION COMMITTEE** of LLANELLI TOWN COUNCIL held at The Old Vicarage, Town Hall Square, Llanelli on Tuesday, 6<sup>th</sup> June 2017 at 7.25 p.m.

**PRESENT:** Councillors J.P. Jenkins (Chairman), D.Ll. Darkin (Vice-Chairman), S.I. Davies, T. Davies, M.P. Edmunds, J.E. Jones J.P., A.S.J. McPherson (substitute for Cllr. Ms. S.A. Curry), C.A. Reed and S.L. Rees.

**APOLOGIES:** Councillor Ms. S.A. Curry, C. Griffiths and Mrs. S.J. Griffiths.

### **3. CHAIRMAN'S ANNOUNCEMENT**

#### **(1) WELCOME**

The Chairman (Councillor J.P. Jenkins) welcomed members of the public and local press to the meeting and following an invitation by the Chairman two members of the public were allowed to speak on the applications.

#### **(2) AUDIO RECORDING REQUEST**

The Town Clerk informed members that a request had been submitted to make an audio recording of the meeting.

**RESOLVED** – that the request be approved.

### **4. TOWN AND COUNTRY PLANNING ACT**

#### **(1) PLANNING APPLICATIONS**

Further to Minute No. 2 of the previous Committee meeting held on 22<sup>nd</sup> May 2017 and to Minute No. 16 of the Extraordinary Town Council meeting held prior to the start of this meeting, it was

**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/35541 Parc Howard Mansion, c/o Jonathan Fearn, Parc Howard, Llanelli. SA15 3LJ	To change the use of a former Sports Court to provide a car park facility for use by visitors to the park, incorporating improvements to the access road linking to Old Road.	Objection on the basis No bat survey; Structures/Roadways being built in tree root protection areas; Air pollution issues not being adequately addressed; Unsuitable mixing of pedestrians and vehicles; No coal mining risk assessment.
S/35542 Parc Howard Mansion, c/o Jonathan Fearn, Parc Howard, Llanelli. SA15 3LJ	To provide a flat public play area including a climbing structure west of the Gorsedd circle in Parc Howard.	Objection on the basis No coal mining risk assessment; No CADW feedback available; No justification for the proposal; Incongruous appearance at odds with other park features.

The Meeting concluded at 7.55 p.m.

**LLANELLI JOINT BURIAL AUTHORITY**

12 April 2017

At a **Meeting** of the **LLANELLI JOINT BURIAL AUTHORITY** held at Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 12 April 2017 at 4:00 pm.

**PRESENT:** Councillors R. E. Evans (Chairman), M. V. Davies, J. S. Phillips, S. M. Donoghue, R. F. Price.

Together with: Mr D. Gary Jones (Town Clerk)

**74. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. M. J. P. Burns and L. J. Stedman.

**75. MEMBERS' DECLARATIONS OF INTEREST**

No declarations of interest were made.

**76. CONFIRMATION OF 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 March 2017

**77. MATTERS ARISING**

**LLANELLI JOINT BURIAL AUTHORITY FUTURE STATUS AND REMIT**

Further to Minute No. 73, the Secretary informed Members that he had received the necessary legal advice and confirmed the Burial Authority's future remit would be best served by the creation of an advisory committee. The advisory committee would take the lead on policy developments, general burial and administrative matters as well as formulating an agreed budget for the cemetery service, and would then make specific recommendations to the parent councils in respect of all these aspects. A governance model would need to be created to give effect to this. The model would specify how the revised collaboration arrangement between the parent councils would operate, its purpose together with its permitted range of responsibilities and duties. This would be developed after the local elections in May 2017.

In particular, the model would also specify the hosting arrangements for staff and the control and management of assets, the planned budgeting arrangements including the reallocation of general reserve balances from the Burial Authority's accounts to the parent councils.

In terms of extending the remit of the proposed advisory committee, this could be addressed at the same time by making reference to the new service area in the overarching governance model. Members were then informed that the parent councils had now taken on new grounds maintenance responsibilities connected with the asset transfer of a number of parks and playing fields from Carmarthenshire County Council on 1 April 2017. Temporary staffing support to cover the extended responsibilities was being met by utilising the cemetery workforce which was now working in tandem with the Rural Council's ground maintenance team. This temporary arrangement would hopefully pave the way for the permanent transfer of the cemetery workforce to the Rural Council as part of the arrangements in creating the advisory committee. It would also be necessary to resolve the accounting arrangements with the accounts sitting with the Rural Council going forward with the necessary recharges then being made to the Town Council for its agreed share and financial contribution to help fund the revised collaboration agreement. A paper-based billing system was currently being prepared but in the fullness of time, it was envisaged that job costing software would be procured in order to record work performed in the different service areas, the client for whom it was performed as well as a management reporting facility, which could generate invoices. The software would take advantage of modern technology with it being loaded on bespoke IT tablets to eliminate manual worksheets being compiled by the workforce. This would save time and costs.

The Town Clerk was then invited to comment and he confirmed that the Town Council had also received similar legal advice to that received by the Secretary and therefore the Town Council was happy to be guided by that advice. In view of such he didn't envisage having a specific role to perform on the advisory committee under the revised collaboration arrangements and confirmed his support for how matters would be taken forward.

**RESOLVED** that the information be noted and the Secretary carry on with the necessary preliminary work.

## **78. INCOME AND EXPENDITURE REPORTS**

**RESOLVED** that the income and expenditure report for February 2017 and the provisional report for March 2017 be noted.



**79. SCHEDULE OF PAYMENTS**

Consideration was given to the schedule of payments for March, which revealed expenditure for the month amounted to £29,994.78.

**RESOLVED** that the information be noted.

**80. EXTERNAL AUDIT 2016 / 2017**

Members considered correspondence received from Grant Thornton UK LLP on behalf of the Auditor General for Wales setting out the audit arrangements for the year ending 31 March 2017.

**RESOLVED** that the correspondence be noted.

**81. CHAIRMAN'S ANNOUNCEMENT**

The Chairman thanked Members for their work over the last year and wished them every success in the forthcoming elections.

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The Meeting concluded at 4:35 pm

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## LLANELLI TOWN COUNCIL

### ORDINARY MEETING

7<sup>th</sup> June 2017

At the **ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held at The Old Vicarage, Town Hall Square, Llanelli, on Wednesday, 7<sup>th</sup> June 2017 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  
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.  
P.T. Warlow  
Mrs. J. Williams

#### Tyisha Ward

T. Davies  
A.S.J. McPherson

**APOLOGY:** Councillor Ms. S.A. Curry.

## 17. MAYORAL ANNOUNCEMENT

The Town Mayor (Councillor J.S. Edmunds) referred to the two recent terrorist incidents in Manchester and London and as a mark of respect members stood in silent tribute.

## 18. 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 – Annual Meeting	17 <sup>th</sup> May 2017
Llanelli Town Council – Adjourned Annual Meeting	17 <sup>th</sup> May 2017
Planning, Licensing and Consultation Committee	22 <sup>nd</sup> May 2017
Building and Finance Committee	22 <sup>nd</sup> May 2017

## 19. ONE VOICE WALES/SLCC JOINT EVENT – 12<sup>TH</sup> JULY 2017

The Town Clerk reported the receipt of an e-mail dated 17<sup>th</sup> May 2017, received from the Chief Executive, One Voice Wales with an invitation to attend the fifth Joint Event to be held on 12<sup>th</sup> July 2017 in Flintshire (copies having been previously circulated to members).

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

## 20. NATIONAL ASSOCIATION OF COUNCILLORS

### (1) CONFERENCE 23<sup>RD</sup> – 25<sup>TH</sup> JUNE 2017

The Town Clerk reported the receipt of a letter dated 18<sup>th</sup> May 2017, received from the General Secretary, NAC regarding essential training for members (copies having been previously circulated to members).

**RESOLVED** – that as training was being arranged in-house through One Voice Wales that the information be noted.

### (2) MEMBERSHIP

Further to the previous decision reference was made to the council's need to continue with their membership of the National Association of Councillors, it was

**RESOLVED** – that the council does continue to be members of the National Association of Councillors.

The Meeting concluded at 6.10 p.m.

## LLANELLI TOWN COUNCIL

### EXTRAORDINARY MEETING

15<sup>th</sup> June 2016

At the **EXTRAORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held at The Old Vicarage, Town Hall Square, Llanelli, on Thursday, 15<sup>th</sup> June 2017 at 5.30 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  
S.I. Davies  
J.P. Jenkins

#### Glanymor Ward

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

#### Lliedi Ward

C. Griffiths  
Mrs. S.J. Griffiths  
P.T. Warlow  
Mrs. J. Williams

#### Tyisha Ward

T. Davies  
A.S.J. McPherson

**APOLOGIES:** Councillors Ms. S.A. Curry, Ms. L.A. Edmunds, M.P. Edmunds, W.J. Lemon, Ms. S. Najmi, J.P. and S.L. Rees

## **20. MAYORAL ANNOUNCEMENT**

The Town Mayor (Councillor J.S. Edmunds) referred to the devastating fire which had taken place in West London and as a mark of respect members stood in silent tribute.

## **21. 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.

## **22. LLANELLI JOINT BURIAL AUTHORITY**

The Town Mayor (Councillor J.S. Edmunds) welcomed Derek Kemp and Melodie Beavers of DCK Accounting Solutions Ltd. and Mark Galbraith, Clerk, Llanelli Rural Council, to the meeting and invited Mr. Kemp to give an overview on the background of why the Burial Authority had to change its future remit and how the revised accounting arrangement should be reflected in both Llanelli Town and Llanelli Rural Councils sets of accounts. Mr. Kemp had received written confirmation from the Wales Audit Office that what he was proposing was the correct way forward and following a discussion, it was

**RESOLVED** – that the advice received from Mr. Kemp on the revised accounting arrangements be accepted.

The Meeting concluded at 5.45 p.m.

## PLANNING, LICENSING AND CONSULTATION COMMITTEE

19<sup>th</sup> June 2017

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, 19<sup>th</sup> June 2017 at 6.00 p.m.

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

**APOLOGY:** Councillor C.A. Reed.

### 5. TOWN AND COUNTRY PLANNING ACT

#### (1) PLANNING APPLICATIONS

Councillor T. Davies declared a personal interest in application S/35640, as the Agent was known to him personally and as he also considered this to be a prejudicial interest, he withdrew from the meeting prior to the discussion thereon.

Councillor D.Ll. Darkin declared a personal interest in application S/35672, 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/35570 144 - 145 Pentre Nicklaus, Village, Llanelli. SA15 2DF	Non material amendment to S/34596.	No objection.
S/35592 18 Woodend Road, Llanelli. SA15 3BQ	Demolish existing ground floor rear extension and replace with a two storey rear extension.	No objection.

Ref No. and Name and Address of Applicant (1)	Proposed Development (2)	Observations (3)
S/35640 c/o Paul Lines, 158 Pentre Nicklaus, Llanelli. SA15 2DF 144 – 145 Pentre Nicklaus Village, Llanelli. SA15 2DF	Discharge of Condition 4 on S/34596 (external finishes).	No objection.
S/35646 Principality Building Society, 13 St. Elli Centre, Llanelli. SA15 1SH.	Advertisement consent for 2 no. internally illuminated fascia sign and 1 no. non illuminated projecting sign.	No objection.
S/35672 Mr. Singh, Formerly No. 1 (demolished) Marine Street, Llanelli. SA15 2NP	Outline proposal of a single new dwelling.	No objection.

**6. CWRT DILWYN – FORMER RAFFLES NIGHTCLUB,  
33-35 MURRAY STREET, LLANELLI**

The Town Clerk reported the receipt of a pre-application consultation received from the Agent, Connections Design Architect and Interiors, in respect of the proposed development of the former Raffles Nighclub and land at the rear of 4 Cowell Street, Llanelli (copies having been previously circulated to members).

The development was the demolition of the former Raffles Nighclub at 33-35 Murray Street, Llanelli and to redevelop by the construction of basement and ground floors for commercial use (basement A2, A3, A4 and B1 possible users, ground floor A2 and A3 possible users), with a further five floors in residential usage above.

**RESOLVED** – that although the Council does not object to the proposals the Agent be asked to reconsider the brickwork of the exterior of the building to match existing buildings in the area.

**FURTHER RESOLVED** - that Carmarthenshire County Council be asked about the possible use of cladding on properties in the Llanelli area, similar to that used on the Grenfell Tower in West London, and any concerns that they may have regarding safety.

**7. LICENSING ACT 2017 – NOTIFICATION OF LICENCE APPLICATION APPLICATION TO VARY PREMISES LICENCE**

(1) MARZANO'S CAFFE BAR, 13 COWELL STREET, LLANELLI

The Town Clerk reported the receipt of a Notification of Licence Application to Vary Premises Licence for Marzano's Caffe Bar, Cowell Street, Llanelli. The application was for the sale of alcohol from Monday to Sunday between the hours of 10.00 a.m. and 12.30 a.m. and a late night refreshment licence from Monday to Sunday between the hours of 23.00 p.m. and 12.30 a.m.

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

(2) DOMINO'S PIZZA, UNIT 2, CROWN PARADE, BRIDGE STREET, LLANELLI

The Town Clerk reported the receipt of a Notification of Licence Application to Vary Premises Licence for Domino's Pizza, Unit 2, Bridge Street, Llanelli. The application was for a late night refreshment licence for Friday and Saturday nights between the hours of 23.00 p.m. and 2.00 a.m.

**RESOLVED** – that no objection be made to the application but that the Town Clerk enquires whether adequate bins and collections are provided in this area.

**8. LICENSING ACT 2017 – NOTIFICATION OF LICENCE APPLICATION APPLICATION FOR PREMISES LICENCE**

LIQUID SPIRIT, 56 STEPNEY STREET, LLANELLI

The Town Clerk reported the receipt of a notice of a Premise Licence in respect of Liquid Spirit, 56 Stepney Street, Llanelli. The application was for live music on Monday to Thursday between the hours of 8.00 p.m. and 12.30 a.m., on Friday and Saturday between the hours of 8.00 p.m. to 12.30 a.m. and Sunday between the hours of 8.00 p.m. and 12.30 a.m., on Bank holiday weekends and noted special events from 6.00 p.m. to 4.00 a.m. Recorded music from Monday to Thursday between the hours of 8.00 p.m. and 12.30 a.m., Friday and Saturday between the hours of 8.00 p.m. and 3.00 a.m., Sunday between the hours of 8.00 p.m. and 12.30 a.m., Bank holiday weekends and noted special events between the hours of 6.00 p.m. and 4.00 a.m. The supply of alcohol on Monday to Thursday between the hours of 8.00 p.m. and 12.30 a.m., Friday and Saturday between the hours of 8.00 p.m. and 3.00 a.m., Sunday between the hours of 8.00 p.m. and 12.30 a.m., Bank holiday weekends and noted special events between the hours of 6.00 p.m. and 4.00 a.m. Following a discussion where members expressed their concern over the late 4 a.m. closing times, it was

**RESOLVED** – that the application's closing hours be amended to fall in line with similar establishments within the area.



**9. CARMARTHENSHIRE COUNTY COUNCIL (OFF-STREET PARKING PLACES) CONSOLIDATION (AMENDMENT OF CHARGES) ORDER 2017**

The Town Clerk reported the receipt of a Public Notice dated 7<sup>th</sup> June 2017, received from the Chief Executive, Carmarthenshire County Council together with schedule attached (copies having been previously circulated to members).

The Notice was for a variation to increase the scale of charges and the cost of season tickets for the parking places listed in Column 1 – with only North Dock (short stay) car park being in the Town Council's area.

Following a discussion, it was

**RESOLVED** – that the Town Council objects to the increase in parking charges at North Dock.

**10. CARMARTHENSHIRE COUNTY COUNCIL STATUTORY CONSULTATION – SEASIDE SCHOOL HIGHWAY WORKS**

The Town Clerk reported the receipt of an e-mail message received from the Engineering Design Section, Carmarthenshire County Council together with illustration attached showing the proposed highway works necessary as part of the new Seaside Primary School (copies having been circulated to members by email prior to the meeting).

**RESOLVED** – that no objection be made to the highway proposals.

The Meeting concluded at 6.17 p.m.

## LLANELLI TOWN COUNCIL

### EXTRAORDINARY MEETING

19<sup>th</sup> June 2016

At the **EXTRAORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held at The Old Vicarage, Town Hall Square, Llanelli, on Monday, 19<sup>th</sup> June 2017 at 6.20 p.m.

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

### Councillors

#### Bigyn Ward

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

#### Elli Ward

D.Ll. Darkin  
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J.E. Jones, J.P.  
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Mrs. B.A.L. Roberts  
(Deputy Town Mayor)

#### Lliedi Ward

C. Griffiths  
Mrs. S.J. Griffiths  
Ms. S. Najmi, J.P.  
P.T. Warlow  
Mrs. J. Williams

#### Tyisha Ward

Ms. S.A. Curry  
T. Davies  
A.S.J. McPherson

**APOLOGIES:** Councillors C.A. Reed and W.J. Lemon.

**23. AUDIT OF ACCOUNTS 2016/2017**

(1) FINANCIAL STATEMENTS 2016/2017

Further to Minute No. 23(1) of the Extraordinary Town Council meeting held on 20<sup>th</sup> June 2016, members considered the Financial Statements which had been prepared for the 2016/2017 financial year (copies having been previously circulated to members).

**RESOLVED** – that the Financial Statements for 2016/2017 be accepted and approved.

(2) ANNUAL REPORT 2016/2017

Further to Minute No. 23(2) of the Extraordinary Town Council meeting held on 20<sup>th</sup> June 2016, consideration was given to the draft Annual Report prepared for the year ending 31<sup>st</sup> March 2017 (copies having been previously circulated to members).

**RESOLVED** – that the draft Annual Report be approved.

**24. ANNUAL RETURN FOR YEAR ENDING 31<sup>ST</sup> MARCH 2017**

(1) ACCOUNTING STATEMENTS

Further to Minute No. 24(1) of the Extraordinary Town Council meeting held on 20<sup>th</sup> June 2016, consideration was given to the Accounting Statements as contained within the Annual Return for 2016/17.

**RESOLVED** – that the aforementioned Accounting Statements be approved.

(2) ANNUAL GOVERNANCE STATEMENT FOR 2016/2017

Further to Minute No. 24(2) of the Extraordinary Town Council meeting held on 20<sup>th</sup> June 2016, members considered the Annual Governance Statement as contained within the Annual Return for 2016/17 whereupon, it was

**RESOLVED** – that all of the Statements be agreed and approved.

(3) AUTHORITY TO SIGN

Further to Minute No. 24(3) of the Extraordinary Town Council meeting held on 20<sup>th</sup> June 2016, consideration was given to the Annual Return for 2016/17 and, following the satisfactory completion of the Internal Audit, it was

**RESOLVED** – that authority be given to sign and submit the Annual Return for 2016/17.

The Meeting concluded at 6.30 p.m.

## BUILDING AND FINANCE COMMITTEE

19<sup>th</sup> June 2017

At a Meeting of the **BUILDING AND FINANCE COMMITTEE** of LLANELLI TOWN COUNCIL held at The Old Vicarage, Town Hall Square, Llanelli on Monday, 19<sup>th</sup> June 2017 at 6.35 p.m.

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

**APOLOGY:** Councillor W.J. Lemon.

### 9. FINANCIAL REPORTS

Consideration was given to the Budget Review report of the Town Clerk, Income and Expenditure report for 1<sup>st</sup> April – 31<sup>st</sup> May 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 £298,967 and £171,673 respectively, be approved.

#### (2) ACCOUNTS FOR PAYMENT

**RESOLVED** – that the payment schedule showing cheque payments in respect of voucher nos. 14834 - 14867 (inclusive), in the sum of £27,063.70, and Direct Debit, BACS payments and Other Payments, in the sum of £5,406.60, £11,930.38 and £0 respectively, be approved.

#### (3) VIREMENTS/EARMARKED RESERVES

**RESOLVED** – that the Budget Review report dated 19<sup>th</sup> June 2017, be noted and approved.

### 10. COMMUNITY CENTRE

#### (1) HIRINGS

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

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

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

Further to Minute No. 4 of the Committee meeting held on 22<sup>nd</sup> May 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) 106 GLANYMOR**

Members were informed that a small working group of interested parties had been formed to support community applications for 106 Monies in Glanymor, with the next meeting scheduled for 5<sup>th</sup> July 2017.

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

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

### **(2) SAFER ROUTES TO COMMUNITIES PROJECT**

The 4 School Safer Routes to Communities working group will meet on 28<sup>th</sup> June 2017, the Application will be a joint application between the four schools in Llanelli, supported by Llanelli Town and Rural Councils.

**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) FUSION CULTURAL 2016**

The Welsh Government has agreed to fund this project for a further 2 years at £25,000 per year, this will be used to employ a Community Officer to deliver the Fusion Projects in Carmarthenshire and will sit within the Communities First team based in Llanelli Town Hall.

**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) MENS SHED AND AIL GYLE**

The Sospan Shedders project promotes respect and the formation of positive friendships, they have submitted a funding application to Tesco, Trostre, which has got through to the final round with voting in store during August.

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

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

#### (5) LLANELLI AND DISTRICT TWINNING ASSOCIATION

The launch of Llanelli and District Twinning Association will be held in Llanelli House on Friday, 14<sup>th</sup> July 2017, and will celebrate Bastille Day, all members are welcome.

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

**This meets goals 1, 2, 3,4,5,6 and 7 of The Wellbeing of Future Generation Act 2015.**

#### (6) COMMUNITY GROUP VISITS

Members were informed that during the last month the Community Development Officer together with Ed Dewar the Community Health Resources Officer, Carmarthenshire County Council, have visited all the community groups that use the Town Council Community Centres. The focus being:

- Meet and Greet
- Do the group require additional support from the Town Council?
- Do the groups require support for funding?
- Group networking
- Linking community groups to the free Dewis website, free advertising for their projects

Following the said meetings five community groups have expressed and requested information on funding.

**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) THE ‘GAR GWYL’ FESTIVAL

The Gar Gwyl music festival is to be held at Spring Gardens on the weekend of the 21<sup>st</sup> and 22<sup>nd</sup> July 2017, which aims to highlight local musicians, venues and increase foot flow into the town centre. The project is currently jointly funded by Ymlaen Llanelli (BID), C13 Cyf, and Cadno Music, it will offer an alternative music festival which will hopefully be developed year after year.

**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) OLDER PERSONS ACTIVITY DAY

A Dementia Friends Activity Day is being held at The Ffwrnnes Theatre on Friday, 28<sup>th</sup> July 2017, and will encourage those with dementia and older people to try the various activities on offer. There will also be a number of workshops and stalls available on the day, it will be supported by the Town Council, in the sum of £495, and the Community Health Resource Team, Carmarthenshire County Council and all members are invited to attend.

**RECOMMENDATION:** 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 AND COMMUNITY ACTIVITIES – JUNE AND JULY

- Ty Golau dementia drop in meets every Thursday 10.30 am – 12.00 pm at the Antioch Centre;
- Antioch Centre OAP Lunch Club - Every Monday at 12.00 pm- 1.30pm;
- Every Tuesday evening Llanelli Library – Tenovus Sing Along 6.30 pm - 8.00 pm;
- Llanelli Multicultural Network Wellbeing Day – St. 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 and a soup kitchen on a Sunday evening.
- Two dementia awareness sessions are running 28<sup>th</sup> June at 17.30 pm and 30<sup>th</sup> June at 8.00 am at the Old Vicarage.
- Eid Celebration Evening being held in Wesleyan Community Centre on 1<sup>st</sup> July, all are welcome.
- Llanelli Multicultural Event being held on the 29<sup>th</sup> June 2017, 10.00am all are welcome.

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

## 12. INTERNAL AUDIT REPORT

Further to Minute No. 66 of the Committee meeting held on 13<sup>th</sup> February 2017, consideration was given to the Internal Audit Report 2016-17 (Final Update) prepared by Auditing Solutions Ltd. (copies having been previously circulated to members).

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

### **13. APPLICATIONS FOR FINANCIAL ASSISTANCE**

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

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

**RESOLVED** as follows –

- (a) PLTRA – that a grant of £300 be made;
- (b) Llanelli Air Raise – that a grant of £300 be made;
- (c) Llanelli Sea Cadets – that a grant of £310 be made;
- (d) Llanelli and District Guide Dogs – that a grant of £300 be made;
- (e) CETMA – that this matter be noted and that the Council invest in a Rainbow Flag (LGBT);
- (f) Urdd Gobaith Cymru – that this matter be noted;
- (g) Kids Cancer Charity – that the matter be deferred pending further information regarding the number of clients residing within the Town Council's administrative area.

#### **(2) SPONSORSHIP**

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

**RESOLVED** that the following sponsorship be approved –

- (a) C.P. Suburbs – that sponsorship be granted as set out in the Guidelines;
- (b) Coleg Sir Gâr – £5,000;
- (c) Y Lle – £600.

#### **(3) LETTER OF THANKS**

**RESOLVED** – that the letter of thanks received from St. John Lloyd School and Syria Sir Gâr be noted with pleasure.

The Meeting concluded at 6.45 p.m.