

LLANELLI TOWN COUNCIL

MINUTES

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LLANELLI TOWN COUNCIL

ORDINARY MEETING

6th June 2018

At the **ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held at The Old Vicarage, Town Hall Square, Llanelli, on Wednesday, 6th June 2018 at 6.00 p.m.

PRESENT: Councillor Mrs. J. Williams (Chairman Pro-Tem)

Councillors

Bigyn Ward

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

Elli Ward

J.P. Jenkins
S.I. Davies

Glanymor Ward

J.E. Jones, J.P.
S.L. Rees
Mrs. B.A.L. Roberts

Lliedi Ward

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

Tyisha Ward

T. Davies

APOLOGIES: Councillors D.Ll. Darkin (Town Mayor), Ms. S.A. Curry (Deputy Town Mayor), J.S. Edmunds, Ms. L.A. Edmunds, M.P. Edmunds, W.J. Lemon, A.S.J. McPherson and J.G. Prosser,

22. APPOINTMENT OF CHAIRMAN PRO-TEMPORE

RESOLVED – that, in the absence of both the Town Mayor and Deputy Town Mayor, the most senior Past Town Mayor (Councillor Mrs. J. Williams) be appointed Chairman for the duration of the meeting, whereupon Councillor Mrs. J. Williams took the chair.

23. URDD GOBAITH CYMRU – EISTEDDFOD YR URDD 2018

Prior to proceeding with the business of the Meeting, the Chairman called on Councillor M.D. Cranham, J.P. to address the Council.

Councillor Cranham thanked the Chairman and went on to inform members of the outstanding achievements of local junior schools who participated in the recent Urdd Gobaith Cymru National Eisteddfod held at the Royal Welsh Showground, Builth Wells.

He had attended as a Governor of Stebonheath C.P. School and Grandparent of one of its pupils and paid special tribute to the pupils on winning a First in the Parti Unsain (Singing Group) and Ymgom (Drama Group).

RESOLVED – that a letter of congratulations be sent to Stebonheath C.P. School and that the Mayor invite the winners of the competitions to come to the Mayor's Parlour for a civic reception.

24. 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	2 nd May 2018
Llanelli Town Council – Annual Adjourned Meeting	3 rd May 2018
Planning, Licensing and Consultation Committee	14 th May 2018
Building and Finance Committee	21 st May 2018

25. BUS SERVICES

Further to Minute No. 14 of the Town Council meeting held on 3rd May 2018, the Town Clerk reported on a meeting he had held with County Council Officers in relation to Bus Services within Llanelli along with the receipt of an e-mail response from the Operations Manager, Passenger Transport Unit, Carmarthenshire County Council. The email gave information of the bus services that travelled near to Llanelli Railway Station and the connections to and from the Town Centre bus station and Prince Philip Hospital (copies having been previously circulated to members).

The Town Clerk also informed members that a Bus Seminar had been scheduled to be held in the Lliedi Suite, Selwyn Samuel Centre on Thursday, 21st June 2018 with representatives of First Cymru, Carmarthenshire County Council Transportation Manager together with invitation for local residents and bus users to attend. Members were encouraged to attend and to raise any pertinent issues during the Seminar.

RESOLVED – that the information be noted and that the Council promotes the Bus Seminar by posting information on our website and Facebook page once it is available.

26. FREE CAR PARKING

Further to Minute No. 15 of the Town Council meeting held on 3rd May 2018, members considered a report prepared by the Town Clerk (copies having been previously circulated to members).

In the Council meeting held on 3rd May 2018, members requested that Cllr. Hazel Evans, Carmarthenshire County Council's Executive Board Member for Environment, attend a future meeting of the Town Council to discuss her plans in respect of free parking in the town centre.

Cllr. Evans had invited views from stakeholders and with a very small window of opportunity available a meeting was convened with stakeholders that included the local County Councillor, the Deputy Leader of the Council, Llanelli BID, Llanelli Chamber of Trade & Commerce and two representatives of the Llanelli Market tenants.

It was explained to the meeting that the £180,000 of funding made available to the County Council by Welsh Government would translate to approximately 250 hours of car parking. It was agreed that proposals for the detail of the timing of when free parking was to be provided to Cllr. Evans.

The meeting agreed that the free parking trial should not provide 'all day' free parking and that Thursday and Saturday were the busiest trading days. The meeting was also of the opinion that the free parking should be between the hours of 10.00 or 11.00 a.m. and 3.00 and 4.00 p.m.

It was confirmed at the meeting that if free parking was provided between 10.00 a.m. and 4.00 p.m. on Mondays and Tuesdays the trial would run for approximately 21 weeks and by including Wednesdays it would run for 14 weeks.

Following the ensuing discussions it was agreed that to enable the free parking trial to be undertaken over a longer period, that it should take place on Mondays only between 10.00 a.m. and 4.00 p.m. It was also agreed that promotion and marketing was vital to ensure the trial was successful.

The views of the Stakeholder meeting have been forwarded to Cllr. Evans and are awaiting a decision on the start date of the trial

RESOLVED - that the matter be referred back to the Stakeholders for their final views which will be forwarded to Cllr. Evans

27. PARC HOWARD, LLANELLI

Further to Minute No. 16 of the Council meeting held on 3rd May 2018, members received the Draft Notes of a meeting held of the Parc Howard Collaboration Group on 10th May 2018 (copies having been previously circulated to members).

RESOLVED – that the information be noted.

28. CARMARTHENSHIRE COUNTY COUNCIL SCRUTINY COMMITTEE

The Town Clerk reported the receipt of a letter dated 24th May 2018, received from the Head of Democratic Services, Carmarthenshire County Council (copies having been previously circulated to members).

The letter was sent on behalf of the Chairs and Vice-Chairs of Carmarthenshire Scrutiny Forum to promote the work of the 5 Scrutiny Committees which were responsible for Policy and Resources, Communities, Education and Children, Environmental and Public Protection and Social Care and Health.

Each Scrutiny Committee would shortly be looking at developing a forward work programme for 2018/19 and the Forum welcomed any suggestions for topics that the Council may have and also encouraged members to attend their meetings as observers.

Members took the opportunity of highlighting the current fly infestation problem which was being experienced in the Glanymor ward and asked if the Environmental and Public Protection Scrutiny Committee investigate the matter.

RESOLVED – that the Town Clerk be asked to e-mail the Environmental and Public Protection Scrutiny Committee and ask them to investigate the matter and also that members be encouraged to attend Scrutiny Committee meetings.

29. URDD GOBAITH CYMRU – NATIONAL EISTEDDFOD - CARMARTHENSHIRE 2021

The Town Clerk reported the receipt of a letter dated May 2018, received from the Eisteddfod Director inviting the Council to attend a public meeting to discuss the possibility of inviting the Urdd Gobaith Cymru National Eisteddfod to Carmarthenshire in 2021. This will be held at the Gwendraeth Hall on Monday, 25th June 2018 at 7.00 p.m. (copies having been previously circulated to members).

RESOLVED – that Councillor J.E. Jones represent the Council at the meeting.

30. ROTARY CLUB OF LLANELLI

The Town Clerk reported the receipt of a letter from the Rotary Club of Llanelli asking the Council for a letter of support in their submission of an application for grant aid towards the cost of renovating and refurbishing an item of Industrial Heritage situated at North Dock, Llanelli (copies of which having previously been circulated to members).

RESOLVED - that the Town Council fully endorses the Rotary Club's grant application and a letter of support be sent to that effect.

31. MATTERS FOR INFORMATION

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

- (1) One Voice Wales Carmarthenshire Area Committee – Minutes of Meeting held on 27th February 2018;
- (2) Community Health Council – Report on the Fragility of G.P. Out of Hours Services in Wales.

FURTHER RESOLVED – that the undermentioned matter be noted:

Town Mayor's Civic Service – Sunday 24th June 2018 at 11.00 a.m. at Greenfield Baptist Chapel, Llanelli.

The Meeting concluded at 6.15 p.m.

ESTABLISHMENT COMMITTEE

6th June 2018

At a Meeting of the **ESTABLISHMENT COMMITTEE** of LLANELLI TOWN COUNCIL held at The Old Vicarage, Town Hall Square, Llanelli on Monday, 6th June 2018 at 6.20 p.m.

PRESENT: Councillors Ms. S. Najmi (Vice-Chairman)(In the Chair)(Leader of the Council), J.P. Jenkins, Mrs. B.A.L. Roberts, W.E. Skinner, P.T. Warlow and Mrs. J. Williams.

APOLOGIES: Councillors D.Ll. Darkin (Chairman)(Town Mayor), Ms. L.A. Edmunds, J.S. Edmunds, W.J. Lemon and A.S.J. McPherson.

1. 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.

2. STAFFING REVIEW

Consideration was given to the Town Clerk's report reviewing all council posts in relation to the schedule setting out nationally agreed pay scales with spinal column points applicable to Council employees (copies having been previously circulated to members).

The report considered each classification of post and following a discussion it was resolved as follows:-

(1) CARETAKER/CLEANERS AND CLEANERS

RESOLVED – that

- (i) the mobile phone allowance of £5/month be payable to each Caretaker/Cleaner and Cleaner without the need for a receipt and not grossed up;
- (ii) the maximum hours per week for Paddock Street Community Centre be increased to 6 hrs/wk;
- (iii) the current SCPs 8 and 10 be amended to SCPs 2 and 3 respectively when they change on 1st April 2019.

(2) LITTER PICKING

RESOLVED – that if the Town Council undertakes litter picking at council owned sites by utilising current members of staff then to pay grade will be at SCP 10.

(3) COMMUNITY DEVELOPMENT OFFICER

RESOLVED – that the current post be regraded to SCP 33 – 36 as from 1st April 2018 and SCP 27 – 30 when they change on 1st April 2019.

(4) ADMINISTRATIVE OFFICER

RESOLVED – that the current post holder be promoted to the post of Principal Administrative Officer at the same grade as the previous post holder of SCP 38 – 41 and SCP 32 – 35 when they change on 1st April 2019. The post holder will start from SCP 39 as from 1st April 2018 and SCP 34 on 1st April 2019.

(5) GENERAL OFFICE SUPERVISOR

RESOLVED – that no change occur other than the post moving from SCP 24 – 27 to SCP 15 – 20 as from 1st April 2019.

(6) ADMINISTRATIVE ASSISTANT/TOWN MAYOR'S SECRETARY

RESOLVED – that no change occur other than the post moving from SCP 18 – 21 to SCP 7 – 11 as from 1st April 2019.

(7) TOWN CLERK

RESOLVED – that no change be made.

3. TEMPORARY STAFF

Consideration was given to the Town Clerk's report concerning the possible need to employ temporary staff to cover long term sickness and holiday leave during busy periods (copies having been previously circulated to members).

RESOLVED – that authority be given to the Town Clerk to employ temporary staff cover as and when needed together with prior approval from the Chair and Vice-Chair of the committee when deemed appropriate.

The Meeting concluded at 6.35 p.m.

PLANNING, LICENSING AND CONSULTATION COMMITTEE

18th June 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, 18th June 2018 at 6.00 p.m.

PRESENT: Councillors C.A. Reed (Chairman), D.Ll. Darkin (Town Mayor), S.I. Davies, C. Griffiths, J.P. Jenkins, J.E. Jones, J.P., A.S.J. McPherson (Vice-Chairman), J.G. Prosser (deputising for Cllr. P.T. Warlow), S.L. Rees, and Mrs. J. Williams (deputising for Cllr. M.P. Edmunds).

APOLOGIES: Councillors M.P. Edmunds, P.T. Warlow and Mrs. S.J. Griffiths.

6. TOWN AND COUNTRY PLANNING ACT

PLANNING APPLICATIONS

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/37275 Mrs Edwards, 1 Penylan Road, Llanelli, SA15 1JR	Storm Porch to front elevation	No objection.
S/37307 Miss Carly Thomas, 38 Tyisha Road, Llanelli, SA15 1RW	Proposed single storey rear extension	No objection.
S/37308 Mrs Sylvia Esposito, 32 Craddock Street, Llanelli, SA15 1BE	Rear single storey bathroom extension.	No objection.

Ref No. and Name and Address of Applicant (1)	Proposed Development (2)	Observations (3)
<p>S/37316 Mrs Liz Jones, 13 Llwynycfarthwch, Llanelli, SA15 1GY</p>	<p>Proposed rear extension and link to garage which is being altered and upgraded</p>	<p>No objection.</p>
<p>S/37317 Mr Daryl Jones, 18 Regalia Terrace, Llanelli, SA15 1LW</p>	<p>Replacement extension to rear</p>	<p>No objection.</p>
<p>S/37319 Rebecca Tierney, 3 Stradey Park Avenue, Llanelli, SA15 3EG</p>	<p>Two storey extension to semi-detached property</p>	<p>No objection.</p>
<p>S/37325 The PCC of St Elli Church, Mr. Hywel Houghton Jones, St Elli Church. Bridge Street, Llanelli, SA15 3UF</p>	<p>Replacement of existing steps to west door with new steps and ramp to allow wheelchair access to Church.</p>	<p>That the Town Council requests that this application be considered by the County Council's Planning Committee rather than by Planning Officers under delegated powers.</p>
<p>S/37353 Graymile Ltd, Rendezvous, 17-21 Cowell Street, Llanelli, SA15 1UU</p>	<p>Alterations to the existing fenestration at ground floor level to create new shop front.</p>	<p>Objection on the basis of the detrimental impact on visual amenity of the streetscape that would occur through the loss of the historic frontage of this building.</p>
<p>S/37371 Llanelli Town Council, Stebonheath Park, Llanelli, SA15 1EY</p>	<p>Proposed disabled viewing shelter for up to 6 wheelchairs</p>	<p>No objection.</p>

Ref No. and Name and Address of Applicant (1)	Proposed Development (2)	Observations (3)
S/37372 Anya Phillips, 13 Stradey Park Avenue, Llanelli, SA15 3EG	Residential extension – 2 storey rear extension, resubmission of refusal S/37048.	No objection.
S/37396 Phillip Pengally, Ashley Court Care Home, New Road, Llanelli. SA15 3DR	Variation of Condition 2 on S/36778.	No objection.
S/37403 Calon Llanelli Ltd., William Ratti, Former Llanelli Entertainment Centre, Station Road, Llanelli. SA15 1AH	Various alterations to the exterior and interior of a Grade II Listed Cinema.	No objection.
S/37404 Calon Llanelli Ltd., William Ratti, Former Llanelli Entertainment Centre, Station Road, Llanelli. SA15 1AH	Listed Building Application - Various alterations to the exterior and interior of a Grade II Listed Cinema.	No objection.

7. LLANELLI (WEST) SAFE ROUTES IN THE COMMUNITY

The Town Clerk reported the receipt of a consultation received from Carmarthenshire County Council on the proposed introduction of 20 mph speed limits and Traffic Calming measures on various roads to the west of Llanelli town which will form part of the Llanelli (West) Safe Routes Project (copies of the e-mail with site plan having been previously circulated to members).

RESOLVED – that the information be noted and proposals detail be supported.

8. WELSH GOVERNMENT INQUIRY INTO DIVERSITY IN LOCAL GOVERNMENT

The Town Clerk reported the receipt of a consultation received from the Welsh Government on diversity in local government (copies having been previously circulated to members by e-mail).

RESOLVED – that the information be noted and members were asked to access the consultation and post their respective responses.

9. CONSOLIDATION AND AMENDMENT OF THE USE CLASSES ORDER AND THE PERMITTED DEVELOPMENT ORDER

The Town Clerk reported the receipt of consultation attached thereto received from the Welsh Government on Consolidation and Amendment of the Use Classes Order and the Permitted Development Order (copies having been previously e-mailed to members).

The consultation sought the views on proposed changes to the Town and Country Planning (Use Classes) Order 1987 and the Town and Country Planning (General Permitted Development Order 1995.

RESOLVED – that the Town Clerk be authorised to respond as follows:

- Question 1 - 4 - Yes
- Question 5 - No
- Question 6 - Protection of usage class in this scenario would result in an increase in derelict building throughout our communities which would be harmful to the local community.
Public houses are closing due to a shift in our culture as there is less demand than in previous generations.
If there is a concern about loss of community interaction, a permitted change of use could be a community building.
- Question 7 - Yes
- Question 8 - Yes and No. It will help with the planning and management of town centres, but may be confusing to local communities, small scale retailers and developers
- Question 9 - This should bring greater clarity.
- Question 10 - No. As it will vary depending on locality.

- Question 11 - 13 - No comment
- Question 14 - Yes. It should reduce confusion.
- Question 15 - Yes
- Question 16 - No comment
- Question 17 - Yes
- Question 18 - 19 - No comment
- Question 20 - Yes
- Question 21 - No comment
- Question 22 - No
- Question 23 - No. Materials to match existing. Any variation to require planning consent.
- Question 24 - Yes. This should assist with surface water drainage provision.
- Question 25 - No comment
- Question 26 - Yes
- Question 27 - 29 - No comment
- Question 30 - Yes
- Question 31 - 43 - No comment
- Question 44 - Yes
- Question 45 - No comment
- Question 46 - No
- Question 47 - 48 - Yes
- Question 49 - 54 - No comment
- Question 55 - Yes
- Question 56 - Yes. The guidance should cover domestic rights in layman's terms
- Question 57 - 63 - No comment

10. MATTERS FOR INFORMATION

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

- (1) Carmarthenshire County Council – temporary road closure – Llanelli East level crossing, Station Road for Sunday 16th September 2018;
- (2) Carmarthenshire County Council – temporary road closure – lane between Brynmor Road and Princess Street and lane between Min y Mor and Princess Street - 2nd July 2018 for a period of 10 days;
- (3) Carmarthenshire County Council – temporary road closure –Penyfon Street on Saturday 19th May 2018;
- (4) Welsh Government – Sustainable drainage newsletter.

The Meeting concluded at 6.18 p.m.

LLANELLI TOWN COUNCIL

EXTRAORDINARY MEETING

18th June 2018

At the **EXTRAORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held at The Old Vicarage, Town Hall Square, Llanelli, on Monday, 18th June 2018 at 6.19 p.m.

PRESENT: Councillor D.Ll. Darkin, RIBA (Town Mayor)

Councillors

Bigyn Ward

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

Elli Ward

S.I. Davies
J.P. Jenkins

Glanymor Ward

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

Lliedi Ward

C. Griffiths
Mrs. J. Williams

Tyisha Ward

Ms. S.A. Curry
(Deputy Town Mayor)
T. Davies
A.S.J. McPherson

APOLOGIES: Councillors J.S. Edmunds, Ms. L.A. Edmunds, M.P. Edmunds, Mrs. S.J. Griffiths, W.J. Lemon, Ms. S. Najmi, J.P. (Leader of the Council), Mrs. B.A.L. Roberts and P.T. Warlow.

32. AUDIT OF ACCOUNTS 2017/2018

(1) FINANCIAL STATEMENTS 2017/2018

Further to Minute No. 23(1) of the Extraordinary Town Council meeting held on 19th June 2017, members considered the Financial Statements which had been prepared for the 2017/2018 financial year (copies having been previously circulated to members).

RESOLVED – that the Financial Statements for 2017/2018 be accepted and approved.

(2) ANNUAL REPORT 2017/2018

Further to Minute No. 23(2) of the Extraordinary Town Council meeting held on 19th June 2017, consideration was given to the draft Annual Report prepared for the year ending 31st March 2018 (copies having been previously circulated to members).

RESOLVED – that the draft Annual Report be approved.

33. ANNUAL RETURN FOR YEAR ENDING 31ST MARCH 2018

(1) ACCOUNTING STATEMENTS

Further to Minute No. 24(1) of the Extraordinary Town Council meeting held on 19th June 2017, consideration was given to the Accounting Statements as contained within the Annual Return for 2017/18.

RESOLVED – that the aforementioned Accounting Statements be approved.

(2) ANNUAL GOVERNANCE STATEMENT FOR 2017/2018

Further to Minute No. 24(2) of the Extraordinary Town Council meeting held on 19th June 2017, members considered the Annual Governance Statement as contained within the Annual Return for 2017/18 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 19th June 2017, consideration was given to the Annual Return for 2017/18 and, following the satisfactory completion of the Internal Audit, it was

RESOLVED – that authority be given to Town Mayor and Town Clerk sign and submit the Annual Return for 2017/18.

The Meeting concluded at 6.22 p.m.

BUILDING AND FINANCE COMMITTEE

18th June 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, 18th June 2018 at 6.23 p.m.

PRESENT: Councillors W.E. Skinner (In the Chair), M.D. Cranham J.P., Ms. S.A. Curry (Deputy Town Mayor), T. Davies, D.LL. Darkin (Town Mayor), (deputising for Cllr. Mrs. B.A.L Roberts), C Griffiths (deputising for Ms. S. Najmi, J.P.), J.P. Jenkins (deputising for Cllr. W.J. Lemon), J.G. Prosser, W.E. Skinner and Mrs. J. Williams.

APOLOGIES: Councillors Ms. S. Najmi, J.P. (Chairman)(Leader of the Council), J.S. Edmunds (Vice-Chairman), Ms. L.A. Edmunds, W.J. Lemon and Mrs. B.A.L. Roberts,

15. APPOINTMENT OF CHAIRMAN PRO TEMPORE

Members proceeded to appoint a Chairman and following the motion of Cllr. Mrs. J. Williams, seconded by Cllr. C. Griffiths, it was

RESOLVED – that Cllr. W.E. Skinner (Immediate Past Chairman) be appointed Chairman Pro Tempore.

16. FINANCIAL REPORTS

Consideration was given to the Budget Review report of the Town Clerk, Income and Expenditure report for 1st April 2018 – 31st May 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 £336,391 and £133,580 respectively, be approved.

(2) ACCOUNTS FOR PAYMENT

RESOLVED – that the payment schedule showing cheque payments in respect of voucher nos. 15242 - 15278 (inclusive), in the sum of £35,518.59, and Direct Debit, BACS payments and Other Payments, in the sum of £7,648.55, £16,320.22 and £278.00 respectively, be approved.

(3) VIREMENTS/EARMARKED RESERVES

RESOLVED – that the Budget Review report dated 18th June 2018, be noted and approved.

17. COMMUNITY CENTRES

HIRINGS

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

RESOLVED – that the information be noted.

18. COMMUNITY DEVELOPMENT OFFICER

Further to Minute No. 3(1) of the Committee meeting held on 21st May 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) LLANELLI COMMUNITY PARTNERSHIP

Llanelli Community Partnership planning event took place on the 5th June in Glenalla Community Centre this meeting followed the AGM held in May. The meeting looked at key issues and actions in the community for 2018-19. An action plan will now be developed in order to set key actions for the 2018-19 year. The Town Council continues to support the activities of the Partnership.

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) TWINNING AGEN VISIT

Llanelli and District Twinning Association are welcoming renowned singer Christian Moulié and members of the Agen Twinning Association on the 5th July. A number of activities including a Mayoral evening with Cllr. Darkin are planned.

During the visit Christian will give two concerts, one in Llanelly House on 7th July and the second in the Parish Church on Sunday, 8th July - tickets for either event which will raise funds for the Twinning Association are available from Paolo Piana.

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.

(3) WW1 COMMEMORATION

A number of activities are being planned for the remainder of 2018.

- The Great Pilgrimage 90 (GP90) project with the British Legion. It marks 90 years since veterans and war widows visited the battlefields of the Somme and Ypres before marching to the Menin Gate in Ypres on 8 August 1928. The Town Mayor will host a two day event 18th and 19th June at the Council Chamber. 16 Schools have been invited to participate in the project that will see a poem being drafted by the young people of Llanelli that will form part of the wreath that will be laid at the Menin Gate by 2 representatives of the Town of Llanelli on the 8th August.
- The Council continues to support a small working group with the Crafty Seniors in Llanelli to knit poppies that will also form part of the wreath as part of the GP90 project.
- ‘Oh What A Lovely War’ will see a number of activities taking part in and around Llanelli’s Ffwrnnes Theatre between Monday 1st October and 17th November. This will include a schools project, Youth Theatre production of *Oh What A Lovely War* and a film showing on WW1 on the 17th November.

Further events are planned to mark the 100th Anniversary of the end of the First World War in November. Further information will be provided when available.

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.

(4) BIG LUNCH LLANELLI

Llanelli Big Lunch was supported by Town Council Leader Cllr Najmi and Deputy Mayor Cllr Curry and a number of Town Councillors. The event held in Llanerch Community Centre on the 3rd June saw a number of community groups coming together to share food and time. The event was well attended with over 80 people attending. Food was donated on the day by the community and was shared in the evening with Llanelli Soup Kitchen.

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) TALL SHIPS VOYAGE

Interviews for the 2018 Tall Ship voyages took place on the 4th June. 3 places were allocated to young people to take part. The voyages on the Challenger fleets leave from Portsmouth on 23rd August for 12-15years old and 26th August for 16-25 year olds.

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) PEOPLE SPEAK UP

People Speak Up (PSU) is a social arts and wellbeing enterprise, they connect communities through storytelling, spoken word, creative writing and participatory arts. Through workshops, training, events, volunteering and conversations.

Through artistic exploration they aim to:

- Stimulate, engage and create
- Build confidence
- Cultivate intergeneration and understanding
- Promote health and wellbeing through creative practice
- Generate workshops, performances and opportunities for individuals and communities
- Tackle loneliness and isolation
- Measure social impact in our local and wider community
- Investigate the gaps in provision within current arts and wellbeing practices in Wales and the UK more widely.

They also provide volunteering opportunities to help gain future employment and welcome collaboration with health boards, local councils, arts organisations, charities and support networks.

Their current projects work in partnership with local care homes in Carmarthenshire, The Alzheimer's Society, Carmarthenshire Theatres, Llanelli Town and Carmarthenshire Councils and The Tenovus Cancer Care Charity.

Two projects currently being supported 'Our Town' and the Tenovus 'Sing My Story, Tell My Story' production.

- Our Town is an integration project that will run workshops through to August and will display their findings through an exhibition in the Gallery Theatre from July. The project will see young and old coming together to focus on the identity of the Town Centre, 'what we love about it'. It will be an opportunity to learn new digital skills.
- Tenovus 'Sing My Story, Tell My Story' follows a year of work with both Tenovus Sing With Us Choirs in Llanelli and Carmarthen. The production will see 2 showings on the 28th and 29th July in Llanelli Ffwrnes Theatre. This will be an opportunity to see and hear many moving stories of those living with cancer. Tickets are available from Llanelli Ffwrnes Theatre with all proceeds going to Tenovus Cancer Care.

RESOLVED – that the information be noted and that the Council sponsors Our Town Project by match funded at a cost of £500.

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

(7) TYISHA WORKING GROUP

The Tyisha Working Group continues to meet. The Working Group pulled together by the County Council Poverty Group in order to oversee a Community Engagement (Planning for Real exercise) for the Tyisha Ward and the final production of a Community Regeneration document for the area which will be used for the Children's First programme.

The Town Council's role is to support Community Consultation, providing linkage to Community Groups and facilitate meeting locations.

It is expected that an information session for Tyisha and neighbouring ward members will take place shortly. The consultation process started with a recent visit to Penrhos School. Further events are planned though June, July and August.

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 JUNE & JULY

- 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.
- Llanelli 80s Festival is to be held on the 30th June in the Town Centre, more details to follow.
- Multicultural Festival being held in the Selwyn Samuel Centre on 21st July 2018, further information to follow.
- LGBT day, 4th August Festival Fields Llanelli, further information to follow
- 7th and 8th July Christian Moulié concerts Llanelly House and the Parish Church Llanelli.
- Llanelli Tenovus Singalong being held in the Elli Centre 14th July 10.00am.
- Tenovus Sing My Story, Tell my Story will be held on the 28th and 29th July in Theater Elli, tickets currently on sale.

RESOLVED – that the information be noted

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

19. INTERNAL AUDIT REPORT

Further to Minute No. 41 of the Committee meeting held on 13th February 2017, consideration was given to the Internal Audit Report 2017-18 (Final Update) prepared by Auditing Solutions Ltd. (copies having been previously circulated to members).

RESOLVED – that the information be noted.

20. HAVELOCK PARK

Further to Minute No. 60 of the Committee meeting held on 19th February 2018, members received notes of an Officer meeting held on 21st May 2018, with representatives of Havelock Bowls Club (copies having been previously circulated to members).

RESOLVED – that the information be noted.

21. PENYGAER PLAYING FIELDS

Further to Minute No. 63 of the Committee meeting held on 19th February 2018, members received notes of an Officer meeting held on 5th June 2018, with representatives of Penygaer Management Committee (copies having been previously circulated to members).

RESOLVED – that the information be noted.

22. PARC Y DRE BOWLS

Further to Minute No. 61 of the Committee meeting held on 19th February 2018, members received notes of an Officer meeting held on 21st May 2018, with representatives of Parc y Dre Bowls Club (copies having been previously circulated to members).

RESOLVED – that the information be noted.

23. 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) United Benefice of Bro Lliedi Youth Service – that a grant of £600 be made;
- (b) Bus Friends of R.G – that a grant of £300 be made;
- (c) Morfa Family Centre – that a grant of £300 be made;
- (d) Crafty Seniors – that a grant of £300 be made;
- (e) Llanelli Royal Legion Band – that a grant of £300 be made.

(2) LETTER OF THANKS

RESOLVED – that a letter of thanks received from Stebonheath Primary School be noted with pleasure.

24. 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.

25. PARC Y DRE PADDLING POOL

Consideration was given to the Principal Administrative Officer's report informing members that as a result of low water pressure in the area the paddling pool at Parc y Dre had not been available during the summer period for a number of years. However, following an improvement in the water pressure as a result of replacing defective water pipes in the area it was anticipated that the paddling pool could be brought back into use.

It was, therefore, proposed that the Town Council enter into an arrangement with Carmarthenshire County Council similar to that at Crown Park and Parc Howard to provide a paddling pool service at Parc Y Dre. This would entail the County Council employing a staff member to fill and empty the pool and monitor use with the Town Council funding the cost which is estimated to be in the region of £6,500.

Members were also informed that following a vandalism incident 11 coping stones surrounding the pool were damaged and thrown into the pool. As a result two quotations had been received to carry out the replacement of all the perimeter stones together with the re-pointing of the paving stones around the pool.

Following a discussion, it was

RESOLVED – that the information be noted and that a further quotation be sought to determine value for money.

26. PROPOSED STRUCTURAL AND MECHANICAL/ELECTRICAL CONSULTANTS

Further to Minute No. 106 of the Committee meeting held on 23rd April 2012, members considered a report prepared by the Council's Consultant Architects on proposed Structural and Mechanical / Electrical Consultants.

RESOLVED – that the report be approved and adopted subject to the inclusion of full details of the council's current Structural Engineer.

The Meeting concluded at 6.30 p.m.

STEBONHEATH DEVELOPMENT COMMITTEE

25th June 2018

At a Meeting of the **STEBONHEATH DEVELOPMENT COMMITTEE** of LLANELLI TOWN COUNCIL held at The Old Vicarage, Town Hall Square, Llanelli on Monday, 25th June 2018 at 6.00 p.m.

PRESENT: Councillors Mrs. S.A. Curry (Chairman)(Deputy Town Mayor), M.D. Cranham, D.Ll. Darkin (Town Mayor), M.P. Edmunds (Vice Chairman), W.J. Lemon, Ms. S. Najmi, J.P. (Leader of the Council) and P.T. Warlow.

APOLOGIES: Councillors J.S. Edmunds, J.P. Jenkins and J.E. Jones J.P.

1. 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 May 2018, in the sums of £2,815 and £21,052 respectively (copies having been previously circulated to members).

RESOLVED – that the aforementioned report be approved.

2. STADIUM IMPROVEMENTS

Members considered a report prepared by the Town Clerk informing them that as a result of Llanelli Town A.F.C.'s promotion to the Welsh Premier League there were a number of improvements required in order for the ground to qualify for Premier League status.

These were detailed as follows:-

(1) COVERED DISABLED VIEWING AREA

The possible provision of a covered disabled viewing area had previously been raised by the West Wales Raiders rugby league team and as a result a scheme was produced by Lewis Partnership Ltd. and an application submitted for funding to the National Lottery for the works which was unsuccessful.

However, the Football Association of Wales (FAW) have agreed to meet this cost of approximately £6,500 (plus VAT) and following the approval of the Chair and Vice-Chair of the Committee the works have been progressed with a planning application having already been submitted and considered at the previous Planning, Licensing and Consultation Committee.

(2) FLOODLIGHTS

Further to Minute No. 15 of the Committee meeting held on 22nd January 2018, where members authorised the upgrade of the floodlights the works were completed by R.T. Electrics Ltd. in February 2018. This involved the replacement of 15 lamps which were not operational, together with the control gear, ballasts, capacitors and ignitors at a total cost of £4,684.75 (plus VAT) which fell between the approved estimated budget of £4-£5,000.

The floodlights have since been surveyed for the FAW to ascertain whether the lux output of the floodlights was above the 500 lux required for the ground to be eligible for Premier league status. The level was below 500, this was due to natural degradation of lighting units at around 10% per year. The remaining lighting units are therefore due for replacement (in total around 30 units) however, it has been confirmed that the required upgrade will be met in full by the FAW.

(3) COVERED SEATING

Another Welsh Premier League requirement is the need to have 500 covered seats. The main grandstand has 488 covered seats following the council's decision to remove nearly 200 seats to reduce the number to below 500 seats so that the grandstand would not be subject to the Fire Safety and Safety of Places of Sports Grounds Act 1987 (Minute No. 15 of the Committee meeting held on 10th November 2015 refers).

Two options were therefore researched as follows:-

- (i) Replacing 12 seats from the current stock of seats that were removed at a cost of £200 (plus VAT), however, this will bring the stand back under the aforementioned Act, or
- (ii) Erecting a cover over part of the uncovered stand at an estimated cost of £13,000 (plus VAT)

(4) DISABLED CAR PARKING SPACES

There is a requirement to have two disabled car parking spaces within the car park and these are to be located between the media suite entrance and the disabled viewing area entrance (door nearest the car park entrance) and has been costed at £600.00 (plus VAT).

(5) NEW MACHINERY

Also as part of the improvement budget made available by the FAW the council has been able to purchase four items of machinery namely a rubber drag mat, folding brush unit, deep mounted slitter and mounted sorrel roller and spiker at a cost of £2,926.30 (plus VAT) with 70% of the cost being met by the FAW with approval having been given by the Chair and Vice-Chair of the Committee to purchase the said machinery.

- RESOLVED** – (1) that the actions taken by the Chair and Vice-Chair in respect of the covered disabled viewing area be endorsed and approved and that the council now undertake a new tender process;
- (2) that the floodlight works undertaken by R.T. Electrics be endorsed and approved;
- (3) that the floodlight upgrade works to be carried out by the FAW be approved;
- (4) that the provision of disabled car parking spaces be approved;
- (5) that the actions taken by the Chair and Vice-Chair in respect of the new machinery be endorsed and approved.
- (6) that 12 seats be replaced into the main stand to bring the number to 500. It was noted that the requirements under the Fire Safety and Safety of Places of Sports Grounds Act 1987 were the responsibility of the relevant sporting clubs.

3. 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.

4. STEBONHEATH SOCIAL CLUB LEASE

Further to Minute No. 12 of the Committee meeting held on 26th September 2017, the Town Clerk presented a draft copy of the new lease to be granted to Andrew Thorne of Stebonheath Management Ltd for the Stebonheath Social Club building (copies having been circulated by email prior to the meeting).

The new lease had been created as a duplicate of the original lease following the dissolution of Red Leisure Ltd. and under this new lease the current Guarantors provided by Red Leisure Ltd. will be replaced by Mr. Andrew Ricky Thorne of 2 Cil Yr Onnen, Llangennech, Llanelli, SA14 8EF and Mr. Wayne Anthony Thorne of 96B Red Barn Road, Brightlingsea, Colchester, Essex, CO7 0SL.

- RESOLVED** – (1) that the Lease be approved for signing by the Town Mayor;
- (2) that the aforementioned new Guarantors replace the existing Guarantors;
- (3) that the first rent view date be five years after the date of signing.

The Meeting concluded at 6.10 p.m.