

# LLANELLI TOWN COUNCIL

## MINUTES

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## LLANELLI TOWN COUNCIL

### ORDINARY MEETING

4<sup>th</sup> October 2017

At the **ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held at The Old Vicarage, Town Hall Square, Llanelli, on Wednesday, 4<sup>th</sup> October 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

#### Elli Ward

D.Ll. Darkin

#### Glanymor Ward

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

#### Lliedi 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, M.P. Edmunds, C. Griffiths. Mrs. S.J. Griffiths, J.P. Jenkins, C.A. Reed, B.A.L. Roberts (Deputy Town Mayor) and W.E. Skinner.

## **50. 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.

## **51. RECRUITMENT OF DOCTORS BY LLANELLI SURGERIES**

### **(1) HYWEL DDA HEALTH BOARD PRESENTATION**

Further to Minute No. 26 of the Council meeting held on 5<sup>th</sup> July 2017, the Town Mayor (Councillor J.S. Edmunds) welcomed Mrs. Linda Williams (County Director and Commissioner), Dr. Alan Williams (G.P. Lead, Llanelli) and Ms. Jill Paterson (Interim Director of Commissioning, Primary Care, Therapies and Health Sciences) to the meeting. Mrs. Williams explained that they had not prepared a formal presentation but were willing to listen to any concerns from members to which they would either provide a detailed response or arrange to follow-up after the meeting.

Members raised a number of issues and explained the main concerns were the difficulties being experienced in recruiting G.P's. into local Doctors surgeries which had resulted in the closure of two local surgeries and the frequent use of Locums.

The Hywel Dda Health Board representatives provided detailed responses and informed members that the recruitment of new Doctors was also of great concern to the Health Board. They were taking an active role in trying to recruit Doctors both locally, nationally and internationally. The Hywel Dda Health Board now felt that the best way forward for Surgeries was to have a Primary Care Model in place which comprises of a Nurse-Practitioner, Physiotherapists, Specialist Nurses as well as other members of the team.

Following the conclusion of the presentation, the Town Mayor thanked the three representatives from the Hywel Dda Health Board for their attendance and asked if there was anything the Town Council could do to help please do not hesitate to contact us. In reply Dr. Williams asked that when constituents complain about surgery receptionists asking too many questions, it could be pointed out that they have an important role in correctly allocating the caller to the correct health care provider.

### **(2) RESPONSE RECEIVED FROM WELSH GOVERNMENT**

Further to Minute No. 26 of the Council meeting held on 5<sup>th</sup> July 2017, the Town Clerk reported the receipt of a letter dated 22<sup>nd</sup> September 2017, received from Ms. Micaela Woodhead on behalf of Mr. Vaughan Gething, A.M. (copies having been previously circulated to members).

The letter assured members that Welsh Government was working with its partners throughout Wales to address the recruitment challenges and whilst these challenges were not unique to Wales a national and international campaign ‘This is Wales: Train, Work and Live’ was launched in October to market Wales and NHS Wales as an excellent place for doctors, including G.P’s to work.

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

## **52. VERIFICATION AND CONFIRMATION OF MINUTES**

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

Llanelli Town Council	7 <sup>th</sup> September 2017
Llanelli Joint Burial Authority	14 <sup>th</sup> June 2017
Planning, Licensing and Consultation Committee	11 <sup>th</sup> September 2017
Building and Finance Committee	18 <sup>th</sup> September 2017
Selwyn Samuel Centre Committee	25 <sup>th</sup> September 2017
Stebonheath Development Committee	26 <sup>th</sup> September 2017

## **53. NOTICE OF MOTION**

Councillor J.G. Prosser declared a person interest in this matter as a County Councillor for the Glanymor Ward and as he considered this to be a prejudicial interest he withdrew from the meeting prior to the discussion and voting thereon.

The Town Clerk reported the receipt of a Notice of Motion Proposed by Councillor W.J. Lemon and a report prepared by the Town Council’s Administrative Officer (copies having been previously circulated to members). The Motion ‘that the Town Council support of three bids by Seaside A.F.C., Bwlch A.F.C. and Havelock Park Bowls Club for 106 Monies in the Glanymor ward to enhance their chances of receiving money which was earmarked for Sports and Recreation’. The Motion was Seconded by the Leader of the Council (Cllr. Mrs. J. Williams).

If successful it would enable members of the Glanymor community from Ages 6 up to 90 to remain active which would result in better health and fitness levels.

**RESOLVED** – that the Town Clerk writes to Carmarthenshire County Council supporting the three Bids by Seaside A.F.C., Bwlch A.F.C. and Havelock Park Bowls Club.

#### **54. PROPOSED CLOSURE OF DWP OFFICE, LLANELLI**

Further to Minute No. 29 of the Council meeting held on 5<sup>th</sup> July 2017, the Town Clerk reported the receipt of a letter dated 11<sup>th</sup> September 2017, received from Damian Hinds, M.P. (copies having been previously circulated to members).

The letter stated that following the introduction of Universal Credit and the increased use of online services, coupled with reduction in unemployment and improved efficiency means that 20% of the rent currently paid by the Department is going toward space that is not utilised, therefore, they have sought to redesign their estate in a way that delivers best value for taxpayers.

The work currently being delivered from Llanelli is not specifically linked to Welsh customers and is part of a reducing requirement. Additionally as a result of the Department's modernisation and efficiency agendas across the Department's estate there is significantly more capacity than is needed to deliver the requirement. As a consequence the Llanelli office is no longer needed and the work will be rebalanced to other locations across the Department's network.

Members were concerned that the closure of the DWP office and loss of jobs would have a catastrophic effect on the town and people of Llanelli and that the offer of lower rent offered by Carmarthenshire County Council appears to have been totally ignored

**RESOLVED** – that the information be noted with great sadness.

#### **55. FURNACE POST OFFICE CHANGES**

Further to Minute No. 41 of the Council meeting held on 7<sup>th</sup> September 2017, the Town Clerk reported the receipt of letter dated 25<sup>th</sup> September 2017, received from the Network Operations Area Manager, Post Office Ltd. (copies having been previously circulated to members).

The letter stated that after careful consideration, following representations made by the Town Council and the public, the current hours of service would adequately cope with customer demand as it has been based on former customer usage of the services. They would continue to review and monitor all of the services on an ongoing basis and should customer usage increase, consideration would be given to adjusting opening times accordingly.

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

## **56. LLANELLI PARISH CHURCH**

Further to Minute No. 42 of the Town Council meeting held on 7<sup>th</sup> September 2017, the Town Clerk reported the receipt of an e-mail dated 28<sup>th</sup> September 2017, received from the Secretary to St. David's Diocesan Advisory Committee (copies having been previously circulated to members).

The email gave details of the St. David's Diocesan Advisory Committee meeting held on 11<sup>th</sup> September 2017 where members discussed the planned improvements to the Parish Church. The email also offered to send members the minutes of their meeting to be held on 27<sup>th</sup> November 2017.

**RESOLVED** – that the contents of the email be noted and that the matter now be left in the hands of the St. David's Diocesan Advisory Committee.

## **57. CARMARTHENSHIRE SPORTS AWARDS**

Further to Minute No. 53 of the Town Council meeting held on 2<sup>nd</sup> November 2016, the Town Clerk reported the receipt of an e-mail dated 21<sup>st</sup> September 2017, received from the Sports Development Officer, Carmarthenshire County Council with details of this year's awards (copies having been previously circulated to members).

**RESOLVED** – that any member wishing to submit a nomination provides details supporting the nomination and a profile to the Town Clerk as soon as possible.

## **58. MATTERS FOR INFORMATION**

- (1) National Association of Councillors – A.G.M. and Conference, Glasgow on 3<sup>rd</sup> – 5<sup>th</sup> November 2017;

**RESOLVED** – that the Council no longer considers attendance at the N.A.C. A.G.M. or their training courses but still remains as a subscriber to their service.

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

- (2) Minutes of One Voice Wales' Carmarthenshire Area Committee A.G.M. and Ordinary meeting held on 20<sup>th</sup> June 2017.

## **59. 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.

## **60. PARC HOWARD**

Further to Minute No. 49 of the Town Council meeting held on 7<sup>th</sup> September 2017, members considered the meeting notes of the officer meeting held on 31<sup>st</sup> August 2017 and the representatives meeting held on 19<sup>th</sup> September 2017 (copies having been previously circulated to members).

**RESOLVED** – that the Minutes of both meeting be noted and approved and further developments awaited.

## **61. FUTURE MANAGEMENT OF PARKS AND SPORTS FACILITIES**

Further to Minute No. 48 of the Town Council meeting held on 7<sup>th</sup> September 2017, members considered the Town Clerk's verbal report on the Future Management of Parks and Sports Facilities.

Members were informed that to date, the council had still only received draft Leases and Licenses in respect of Crown Park, Parc y Dre, and Penyfan Park, with some Searches still awaited, and nothing in respect of Havelock Park and Penygaer Playing Fields.

The council was currently undertaking grass cutting at all five locations together with the maintenance and pitch marking of the football and rugby pitches and the close season works relating to the two bowling greens.

Members also considered the artwork for the livery of the machinery used by Llanelli Rural Council to undertake these works on behalf of the Town Council which included both council crests (copies having been previously circulated).

**RESOLVED** – that the information be noted and further developments awaited.

The Meeting concluded at 7.05 p.m.

## LLANELLI JOINT BURIAL AUTHORITY

13<sup>th</sup> September 2017

At a **Meeting** of the **LLANELLI JOINT BURIAL AUTHORITY** held at Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 13 September 2017 at 4:00 pm.

**PRESENT:** Councillors J. Williams (Chairman), D. L. Darkin, H. J. Evans, P. M. Edwards, J. S. Edmunds

Together with Mr D. Gary Jones (Town Clerk)

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

Apologies for absence were received from Cllrs. F. Akhtar, S. L. Davies, S. M. Donoghue, S. J. Griffiths and B. A. L. Roberts.

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

Cllr. J. S. Edmunds declared a personal and prejudicial interest in Minute No. 25 because he believed he knew the individual being discussed.

### **17. 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.

Annual Meeting - 14 June 2017

### **18. MATTERS ARISING LLANELLI CREMATORIUM**

Further to Minute No. 14, the Secretary reported that the planned meeting with the Westerleigh Group Ltd had been cancelled at the organisation's request. Furthermore, no new date for the meeting had been requested.

**RESOLVED** that the information be noted.

### **19. INCOME AND EXPENDITURE REPORTS**

**RESOLVED** that the income and expenditure reports for May, June and July 2017 and the provisional report for August 2017 be noted.



## **20. SCHEDULE OF PAYMENTS**

Consideration was given to the schedule of payments for June, July and August 2017, which revealed expenditure for the months, amounted to £13,419.02, £15,818.85 and £13,930.54 respectively.

**RESOLVED** that the information be noted.

## **21. AUDIT OF ACCOUNTS FOR THE YEAR ENDING 31 MARCH 2017**

Members received correspondence from Grant Thornton, enclosing the Burial Authority's certified Annual Return together with a copy of the Notice of Conclusion of Audit. The notice was required to be kept on public display for at least 14 days. The notice was dated 28 July 2017. Members were informed that all audit work had now been completed.

**RESOLVED** that the information be noted.

## **22. LLANELLI JOINT BURIAL AUTHORITY FUTURE STATUS AND REMIT**

Further to Minute No. 13, Members were informed that Llanelli Town Council and Llanelli Rural Council had made an agreement to change the remit of the Burial Authority. From the 1 October Llanelli Joint Burial Advisory Committee would replace Llanelli Joint Burial Authority and would act in an advisory capacity to the parent councils.

Members also received for information an extract from the Memorandum of Understanding made between the parent councils, which described the advisory committee's composition, general arrangements and terms of reference.

**RESOLVED** that the information be noted.

## **23. CHILD BURIAL FEES**

Members considered correspondence from the Director of Local Government, Welsh Government date 28 July 2017 addressed to the Chief Executive of the Welsh Local Government Association regarding Welsh Minister's commitment to remove child burial fees from Wales altogether. After a lengthy discussion it was

**RESOLVED** that the correspondence be noted and to await further developments from the Welsh Government on the matter. However, as an interim measure and as a means of seeking further clarification, the Technical and Burial Services Manager be authorised to raise the subject matter with the South Wales Bereavement Services Forum in order to garner wider opinion on the potential ramifications for the community and town council sector.

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

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

**25. STAFFING MATTER**

*Cllr. J. S. Edmunds declared a personal and prejudicial interest in the following matter because he believed he knew the individual being discussed and took no part in proceedings and withdrew from the meeting before discussion commenced.*

Consideration was given to the Secretary's verbal report together with a copy of a medical review certificate regarding an employment matter and it was

**RESOLVED** that report be accepted and a further review of the individual's circumstances be conducted in 18 months.

.....  
The meeting concluded at 4:30 pm  
.....

**PLANNING, LICENSING AND CONSULTATION COMMITTEE**

9<sup>th</sup> October 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, 9<sup>th</sup> October 2017 at 6.00 p.m.

**PRESENT:** Councillors D.Ll. Darkin (Vice-Chairman)(In the Chair), J.P. Jenkins (Chairman), Ms. S.A. Curry, T. Davies, J.E. Jones J.P., S.L. Rees, P.T. Warlow (substitute for Cllr. C. Griffiths) and Mrs. J. Williams (Substitute for Cllr. Mrs. S.J. Griffiths).

**APOLOGIES:** Councillors S.I. Davies, M.P. Edmunds, C. Griffiths, Mrs. S.J. Griffiths and C.A. Reed.

**26. TOWN AND COUNTRY PLANNING ACT**

**(1) 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/36092 Mr. G. Meloni, Peniel, 19a Martin Road, Llanelli, SA15 1PT	Retrospective application for rear garden store.	No objection.
S/36100 Mr. H. Webster, 54 Brickyard Row, Llanelli, SA15 2EN	Replace tiled roof lean-to over kitchen as a balcony area, to the rear elevation	No objection.
S/36114 Mrs Nerys Burton, 102 Pemrey Road, Llanelli, SA15 3BP	Demolition of existing single storey extension and re-built on its foot print with a first floor addition (retrospective)	No objection.

Ref No. and Name and Address of Applicant (1)	Proposed Development (2)	Observations (3)
<p>S/36126 Mrs A Jones, 13 Nightingale Court, Llanelli, SA15 1HU</p>	<p>Proposed rear conservatory extension</p>	<p>No objection.</p>
<p>S/36143 Miss Angharad Gore, 21 Coronation Road, Llanelli, SA15 1PD</p>	<p>Proposed hardstanding for cars off the back lane to Coronation Road.</p>	<p>No objection.</p>
<p>S/36146 Estelle Burton, 23 Prospect Place, Llanelli, SA15 3PS</p>	<p>Double Storey rear extension and removal of existing garage with construction of new garage.</p>	<p>No objection.</p>
<p>S/36147 Mr Marc Jones, Carphone Warehouse, 9 Stepney Street, Llanelli, SA15 3YB</p>	<p>Change of use to D2 for Games and Entertainment</p>	<p>No objection.</p>
<p>S/36148 Mr Mark Cowe, 15 Marble Hall Road, Llanelli, SA15 1NN</p>	<p>Construction of part two storey, part single storey, rear extension</p>	<p>No objection.</p>
<p>S/36202 R. Thomas, 143 Pentre Nicklaus Village, Llanelli. SA15 2DF</p>	<p>Proposed 1 no. 3 bedroom, detached dwelling on existing slab – amended scheme to that previously approved under S/23617.</p>	<p>No objection.</p>

Ref No. and Name and Address of Applicant (1)	Proposed Development (2)	Observations (3)
<p>S/36222 Mr. Paul James, High Street, Gorseinon. 2 Great Wester Terrace, Llanelli. SA15 2ND</p>	<p>To split the existing 5 bedroom dwelling into two separate dwellings.</p>	<p>No objection.</p>
<p>S/36223 21<sup>ST</sup> Century Church, c/o Mrs. A. Davies, 28 Hillside, Furnace, Llanelli. SA15 4ES Siloh Independent Chapel, Copperworks Road, Llanelli. SA15 2LT</p>	<p>Discharge of Condition No. 2 of S/26423.</p>	<p>No objection.</p>
<p>S/36248 E. Davies, Excel Precision Engineering, 16 Trostre Industrial Park, Llanelli. SA14 9UU</p>	<p>External storage facility.</p>	<p>No objection.</p>

**27. PRE-APPLICATION CONSULTATION IN RESPECT OF A PLANNING APPLICATION FOR THE DEVELOPMENT AND CONVERSION OF THE MALTINGS BUILDING AND BARLEY KILN, FORMER BUCKLEYS BREWERY SITE**

Members considered the pre-application consultation plans and papers in respect of a planning application for the development and conversion of The Maltings building and Barley Kiln, former Buckleys Brewery site (copies having been previously circulated to members).

**RESOLVED** – that the proposed development be welcomed and supported by the Town Council.

**28. PRE-APPLICATION CONSULTATION IN RESPECT OF A PLANNING APPLICATION FOR THE DEVELOPMENT OF A NEW WELSH PRIMARY SCHOOL ON LAND SOUTH OF HEOL NANT Y FELIN, LLANELLI**

Councillors D.Ll. Darkin and J.E. Jones declared personal interests in this item as both were Governors of the school, but as they did not consider this to be a prejudicial interest they remained in the meeting during the discussion and voting thereon.

Further to Minute No. 92 of the Town Council meeting held on 5<sup>th</sup> April 2017, members considered the pre-application consultation plans and papers in respect of a planning application or the development of a new Welsh Primary School on land South of Heol Nant y Felin, Llanelli (copies having been previously circulated to members).

During the ensuing discussion, members agreed that a new Welsh Primary School was very much needed, however, members were reminded that the Town Council had previously supported an application for the registration of Llanerch Recreational Field as a Town/Village Green since the council felt that the area should be kept for use by the public and sporting organisations. Members wished to see that the land should continue to be available and were therefore concerned about the loss of a community public amenity consequent in the application.

Members were concerned at the apparent swift dismissal of the other 8 sites that had been under consideration and asked if these could be reconsidered. Members also raised concerns in relation to the suitability of the location and safety of parents and children in relation to the suggested overspill car park. Concerns were also raised in relation to the Health and Safety issues surrounding the water sewerage storage tank located beneath the area of land and members wanted assurances that due consideration had been given to these matters as part of the decision making process.

**RESOLVED** – that representations be made to Asbri Planning and Development Consultants asking them to reconsider the other 8 sites that were identified and to raise the other aforementioned areas of concern highlighted by members.

**29. DESIGNATED PUBLIC SPACE ORDER**

The Town Clerk reported the receipt of an e-mail message dated 4<sup>th</sup> October 2017, received from the Community Safety Manager, Carmarthenshire County Council (copy of e-mail and map having been previously circulated to members).

Members were informed that from 20<sup>th</sup> October 2017, the Designated Public Place Order (DPPO) would become a Public Spaces Protection Order (PSPO) which follows the introduction of Anti-social Behaviour, Crime and Policing Act in 2014, which states that any DPPOs in operation from this date will automatically become PSPOs.

Following a discussion during which members highlighted some of the problems being experienced in their wards with underage drinking and anti-social behaviour, it was agreed that a request should be raised for the PSPO to be extended to take in the playing areas south of Caswell Street (including Penyfan Park and the Quarry), Morfa, New Dock and Seaside area.

**RESOLVED** – that officers of the Council meet with the Community Safety Manager to discuss the possibility of including the aforementioned areas within the new PSPO.

### **30. GUIDANCE FOR PRINCIPAL COUNCILS ON THE REVIEW OF COMMUNITIES**

The Town Clerk reported the receipt of the draft guidance from the Local Democracy and Boundary Commission for Wales to Principal Councils on the review of Communities. The guidance is intended to support greater consistency in the manner in which community reviews are conducted (copies having been previously circulated to members).

Before publishing the guidance in its final form the Commission has provided the document in draft form with the consultation period to commence on 29<sup>th</sup> September and end on 21<sup>st</sup> December 2017.

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

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

The Town Clerk reported that the Welsh Government had set up an Independent Review Panel to consider the future role of Community and Town Councils which will take around a year to complete (copies having been previously circulated to members).

The review will explore the potential role of Community and Town Councils, drawing on best practice and look to define the best model or future structure to be applied across Wales. The review requested information against four specific questions. Following a brief discussion, it was

**RESOLVED** – that the matter be deferred until the next Committee meeting.

### **32. WELSH TAX POLICY REPORT**

The Town Clerk reported the receipt of the Welsh Government's Welsh Tax Policy Report and consequent rates and bands for the new devolved Land Transaction Tax and Landfill Disposal Tax (copies having been previously circulated to members).

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

**33. INDEPENDENT REMUNERATION PANEL FOR WALES –  
DRAFT ANNUAL REPORT 2018-19**

Further to Minute No. 91 of the Town Council meeting held on 5<sup>th</sup> April 2017, members considered the draft Annual Report of the Independent Remuneration Panel for Wales.

The report included a number of recommendations and requirements for Community and Town Council in relation to payments for members in recognition of duties undertaken by Councillors (copies having been previously circulated to members).

Following a discussion, it was

**RESOLVED** – that although the council is generally supportive of the principles of payments to members of Community and Town Councils in recognition of the duties carried out and responsibilities held by elected members, the Council would request that the Panel reconsiders its draft guidance under Determinations 44 (payment towards costs and expenses) and 45 (Senior Roles) and that the reference that a Council ‘must make a payment’ in our view should be returned to the previous formulation of ‘are authorised to make a payment’. The Town Council believes that current arrangements in this regard remain appropriate and see no strong reason for the proposed change.

The Meeting concluded at 6.50 p.m.



## **BUILDING AND FINANCE COMMITTEE**

16<sup>th</sup> October 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, 16<sup>th</sup> October 2017 at 6.00 p.m.

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

**APOLOGIES:** Councillors J.G. Prosser and W.J. Lemon.

### **25. FINANCIAL REPORTS**

Consideration was given to the Budget Review report of the Town Clerk, Income and Expenditure report for 1<sup>st</sup> April – 30<sup>th</sup> September 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 £594,349 and £364,561 respectively, be approved.

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

**RESOLVED** – that the payment schedule showing cheque payments in respect of voucher nos. 14944 - 14987 (inclusive), in the sum of £84,013.43, and Direct Debit, BACS payments and Other Payments, in the sum of £14,857.80, £13,681.14 and £0 respectively, be approved.

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

**RESOLVED** – that the Budget Review report dated 16<sup>th</sup> October 2017, be noted and approved.

### **26. COMMUNITY CENTRE**

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

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

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

(2) PENYMORFA COMMUNITY CENTRE

Following a question regarding Penymorfa Community Centre, the Town Clerk informed members that the Council's Solicitors had contacted the liquidator in respect of the company who had gifted the land to the Town Council, which has now enabled the Council's Solicitors to contact the Land Registry in order to have the covenant removed.

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

**27. COMMUNITY DEVELOPMENT OFFICER**

Further to Minute No. 21 of the Committee meeting held on 18<sup>th</sup> September 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) DEMENTIA FRIENDLY LLANELLI

As part of the Dementia Friendly Llanelli project the Council is supporting the launch of the Slower Shopping Tuesday project to be held in the Town Centre and at Tesco, Trostre in the run-up to Christmas.

The Town Council, Llanelli Library and Y Ffwrnnes are working towards becoming dementia friendly and as part of this commitment, we undertook an audit of all Town Council buildings to consider actions that can be implemented to ensure that all Town Council buildings are as dementia friendly as possible.

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

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

(2) STEBONHEATH TAKE-OVER DAY

The Community Development Officer continues to attend the planned Penyfan multi-agency meetings which focus on feedback from the meetings and workshops, the next meeting will be in November 2017.

The intervention day for Stebonheath School took place on the 22<sup>nd</sup> September, with eight agencies and the University of South Wales: USW taking part, with 82 year 5 and 6 in attendance. The follow-up '*What did you learn day*' was held on 6<sup>th</sup> October with 62 parents and children attending the afternoon, capturing what was learnt on the 22<sup>nd</sup>, being:

- Community safety and children's safety
- The role of the PCSO in the community
- The supportive role that the Town Council can provide
- Key information they would like to see on a Community emergency Facebook page.
- Building on what's been learnt, there will be a World War One project in the school for 2018 on emergency planning and evacuation.

Local Town Councillors and School Governors for the Bigyn ward attended the event.

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

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

### (3) LLANELLI COMMUNITY PARTNERSHIP – YOUTH PROJECT

Following community meetings and concerns raised on the lack of youth and mental health activities in Llanelli, a multi services group has now been formed. The group has met once in October and will focus on creating a mental health champion network, the detail of which is still being considered.

**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) UNLOVED HERITAGE LLANELLI

The Unloved Heritage Youth project was successfully launched on 9<sup>th</sup> October in Llanelli Library. The project sees the targeted involvement of 20 young people from the Bigyn, Glanymor and Tyisha wards. A number of Town Centre activities are planned for the next 6 months.

**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) MEET THE MAYOR PROJECT

The 'Meet the Mayor' project for local schools in the Town Council area is planned for 3 days in November 2017, the event will be held in the Mayors Parlour and be in partnership with Communities First and follows a successful event held last 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.**

(6) LLANELLI COMMUNITY EMERGENCY PLAN

The Llanelli Community Emergency Planning Group have been meeting for the last year and are closely linked to Llanelli Community Partnership and are currently building a Facebook site in order for there to be a community point for information. They are supporting a number of activities in Llanelli:

- The Stebonheath School blue light day which took place on 22<sup>nd</sup> September;
- Mock Town Council rest centre drill to be carried out on the 14<sup>th</sup> November 2017;
- Mock coastal simulation for emergency services is planned for Spring 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.**

(7) LLANELLI TOWN COUNCIL FACEBOOK PAGE

Members were informed that since the Town Council Facebook page was launched in July, there have been 14,048 views on the site to date, the page is managed by Mandy Jones and Delyth Jones and is updated on a daily basis or whenever necessary.

During the ensuring discussion, members enquired if it could be linked to a Twitter feed and it was

**RESOLVED** – that the information be noted and that enquiries be made and reported back to a future Committee meeting.

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

(8) DESIGNATED PUBLIC PLACES ORDER

Further to Minute No. 29 of the Planning, Licensing and Consultation Committee, held on 9<sup>th</sup> October 2017, members were informed that the new Public Spaces Protection Order which addresses alcohol-related issues in public spaces within the defined boundaries, it was agreed that the suggested additional areas to be included are:

- Parts of Bigyn ward to take in Penyfan Park and the Quarry
- Parts of the Seaside area and the Morfa.
- Parts of the New Dock area.

Town Council Officers are therefore arranging a meeting with the Carmarthenshire County Council Community Safety Team to gather information in order to put these proposals forward for inclusion

**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) OTHER ACTIVITIES – SEPTEMBER - OCTOBER

The Community Development Officer has assisted and attended group meetings as follows:

- (a) Llanelli Community Partnership, SCAG, ERAG, Equalities Network and Penyfan task group meetings.
- (b) Town Council officers and Bigyn Ward Councilors attended the Penyfan community clean up on the 30<sup>th</sup> September.
- (c) The Sharing day of People Speak Up project in Y Ffwrnes on the 12<sup>th</sup> October
- (d) Llanelli and District Twinning Association held on the 10<sup>th</sup> October

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

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

(10) DATES FOR DIARIES AND COMMUNITY ACTIVITY OCTOBER

- Antioch Centre OAP Lunch Club - Every Monday at 12.00 pm- 1.30pm;
- 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 soup kitchen on a Sunday evening from 7 pm;
- Wellness project (Delta Lakes) consultation process on October 23<sup>rd</sup>. More details to be circulated when they become available;
- Environmental Regeneration Action Group (ERAG) meeting next on 26<sup>th</sup> October 2 pm;
- Glanymor Clean Up arranged by Cllr Roberts planned for 20<sup>th</sup> October 10.00am Bwlch Rangers;
- Multicultural event taking place in the Llanelli Library on the 30<sup>th</sup> of October 10 am-3 pm;
- Llanelli Community Partnership open meeting is being held on the 24<sup>th</sup> October at 6pm Glenalla Community Centre, all are welcome.

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

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

## **28. DEMENTIA FRIENDLY PROPERTIES**

Members considered a report prepared by the Administrative Officer following an inspection of the council's properties by himself and the Community Development Officer (copies having been previously circulated to members).

The Town Council is dementia friendly and in order to provide dementia friendly services the report highlights small changes which if actioned would make the council properties accessible for everyone. These include:

- Replacing white and black toilet seats with alternative colours (red or blue being recommended);
- Replacing black or very dark mats with alternative colours (black is often mistaken for a hole, which can of course cause people to be fearful in where to tread);
- Provide colour to toilet water to differentiate from the toilet pan itself;
- Provide directional non text signage to provide clarity of toilet locations and exit routes.

**RESOLVED** – that the Town Council implements the proposals firstly at Wesleyan and Paddock Street Community Centres with all signage being bilingual.

## **29. HEALTH AND SAFETY MANUEL**

Members considered the council's Health and Safety Handbook which had recently been updated (copies having been previously circulated to members by e-mail).

**RESOLVED** – that the Health and Safety Handbook be approved as presented.

## **30. PUBLIC FOOTPATHS**

Further to Minute No. 67 of the Committee meeting held on 13<sup>th</sup> February 2017, the Town Clerk reported the receipt of the footpath Inspection Report for the end of September 2017 received from Wrenvale Nurseries and Landscapes (copies having been previously circulated to members).

**RESOLVED** – that the report be noted and forwarded to the County Council.

## **31. LLANELLI BID – REINDEER PARADE**

The Town Clerk reported the receipt of an e-mail received from the Llanelli BID Manager together with the costs involved in providing the town centre annual Reindeer parade (copies having been previously circulated to members).

Members felt that this was an excellent opportunity for the Town Council to support a very well attended event held in the Town Centre as joint sponsor with the Llanelli BID.

**RESOLVED** – that the Town Council contribute 50% of the cost involved, suggested as £5,718 in total by the Llanelli BID.

### **32. APPLICATIONS FOR FINANCIAL ASSISTANCE**

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

Councillor A.S.J. McPherson declared a personal interest in application (b) as Chairman of the organisation and as he considered this to be a prejudicial interest he withdrew from the meeting prior to the discussion and voting thereon.

Councillor M.D. Cranham, J.P. declared a personal interest in application (d) as some of his family were members of the Club and as he considered this to be a prejudicial interest he withdrew from the meeting prior to the discussion and voting thereon.

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

**RESOLVED** as follows –

- (a) Llanelli Community Partnership on behalf of The Sospan Shedders – that a grant of £300 be made;
- (b) Llanelli Mind – that a grant of £300 be made;
- (c) Ail Gyfle – Second Chance Ltd. – that a grant of £300 be made;
- (d) Llangennech Cricket Club – that a grant of £500 be made;
- (e) Marie Curie Nurses in Carmarthenshire – that a grant of £300 be made;
- (f) The Salvation Army (Luncheon Club) – that a grant of £300 be made

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

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

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

- (1) C.P. Suburbs A.F.C. - £800;
- (2) West End United A.F.C. - £800.

**33. TALL SHIPS YOUTH TRUST**

The Town Clerk reported the receipt of a Crew Member's Assessment in relation to Rhys Worgan following his voyage during the week of 13<sup>th</sup> - 20<sup>th</sup> August 2017.

**RESOLVED** – that the assessment be noted with pleasure.

The Meeting concluded at 6.30 p.m.