

CYNGOR TREF LLANELLI



LLANELLI TOWN COUNCIL

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MINUTES

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LLANELLI TOWN COUNCIL

ORDINARY MEETING

3rd July 2019

At the **ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held at The Old Vicarage, Town Hall Square, Llanelli, on Wednesday, 3rd July 2019 at 6.00 p.m.

PRESENT: Councillor J.E. Jones, J.P. (Town Mayor)

Councillors

Bigyn Ward

M.D. Cranham, J.P.
(Deputy Town Mayor)
J.S. Edmunds
Ms. L.A. Edmunds
W.E. Skinner

Elli Ward

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

Glanymor Ward

W.J. Lemon
J.G. Prosser
S.L. Rees

Lliedi Ward

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

Tyisha Ward

Ms. S.A. Curry
A.S.J. McPherson

APOLOGIES: Councillors T. Davies, M.P. Edmunds, C.A. Reed, Mrs. B.A.L. Roberts and P.T. Warlow

28. MAYORAL ANNOUNCEMENTS

The Town Mayor (Councillor J.E. Jones) informed members that Mr. Roger Edmunds, the late Mrs. Pam Edmunds' elder son had contacted the Council to thank everyone on behalf of their family for the kind gesture of the planting of a tree in Parc Howard in memory of Pam.

The Mayor also referred to the recent admission to hospital of Councillor Phil Warlow and on behalf of the Town Council he extended his best wishes to Councillor Warlow.

29. 30th TWINNING ANNIVERSARY

Councillor Ms. S. Najmi (Leader of the Council) took the opportunity to thank the council staff for successfully implementing the schedule of events during the previous weekend when the Mayor and delegates from our twin town of Agen visited Llanelli. The delegation had thoroughly enjoyed themselves especially the concert in St. Elli Church provided by Councillor Edward Skinner and his fellow musicians the 'Pelenna' String Quartet.

30. 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 Joint Burial Advisory Committee	10 th April 2019
Llanelli Town Council	5 th June 2019
Planning, Licensing and Consultation Committee	17 th June 2019
Extraordinary Llanelli Town Council	17 th June 2019
Building and Finance Committee	17 th June 2019

31. REPRESENTATION ON OUTSIDE BODIES

OLD ROAD SCHOOL SCHOOL GOVERNING BODY

Further to Minute No. 12 of the Adjourned Annual Meeting held on 8th May 2019, the Town Clerk reported a notification received from Councillor Mrs. S.J. Griffiths informing him of her resignation as a School Governor of Old Road C.P. School.

RESOLVED – that Councillor S.I. Davies be nominated as the Council's representative on the school's Governing Body.

32. NOTICE OF MOTIONS

(1) PRISONERS RIGHT TO VOTE IN ASSEMBLY AND LOCAL ELECTIONS

The Town Clerk reported the receipt of a Notice of Motion Proposed by Councillor S.I. Davies and Seconded by Councillor C. Griffiths (copies of which were circulated to members prior to the meeting).

The Motion proposed 'That the Town Clerk write to our Constituency Assembly Member, Lee Waters and our four regional Assembly Members and ask them not to support this proposal'.

With the agreement of his Seconder Councillor Davies amended his proposal to 'That the Town Clerk write to our Constituency Assembly Member, Lee Waters and our four regional Assembly Members asking them not to support any proposal to extend the franchise to prisoners.'

Following a request for a Recorded Vote, it was

RESOLVED – that the Motion be carried with Councillors M.D. Cranham, J.P. (Deputy Town Mayor), J.S. Edmunds, Ms. L.A. Edmunds, S.I. Davies, C. Griffiths, Mrs. S.J. Griffiths, J.P. Jenkins, J.E. Jones, J.P. (Town Mayor), W.J. Lemon, Ms. S. Najmi, J.P. (Leader of the Council) and S. Rees voting for the Motion.

Abstentions: Councillors Ms. S.A. Curry, D.Ll. Darkin, A.S.J. McPherson, J.G. Prosser, W.E. Skinner and Mrs. J. Williams.

(2) FLY-TIPPING

The Town Clerk reported the receipt of a Notice of Motion Proposed by Councillor S.I. Davies and Seconded by Councillor J.P. Jenkins (copies of which were circulated to members prior to the meeting).

The Motion proposed 'That the Town Clerk write to Carmarthenshire County Council's Executive Board Member for Environment, Cllr. Hazel Evans, calling for a zero tolerance approach to fly tipping in Llanelli and advocating for stricter fines for fly tippers and more enforcement officers who can keep an eye on problem hotspots'.

Following a request for a Recorded Vote, it was

RESOLVED UNANIMOUSLY – that the Motion be carried

(3) BAN OF SINGLE USE PLASTIC ITEMS

The Town Clerk reported the receipt of a Notice of Motion Proposed by Councillor S.I. Davies and Seconded by Councillor Mrs. S.J. Griffiths (copies of which were circulated to members prior to the meeting).

The Motion proposed 'That the Town Council lead by example and boycott single use plastics; plastic bottles, coffee cups and lids, plastic cutlery, straws and plastic stirrers, plastic 'food on the go' packaging, plastic bags, plastic drinking cups, condiment sachets and balloons. The Town Council encourages plastic free initiatives and community groups working locally and ensures that appropriate recycling routes are available to capture plastic '.

Following a request for a Recorded Vote, it was

RESOLVED UNANIMOUSLY – that the Motion be carried

33. COMMUNITY LIGHTING PROGRAMME

The Town Clerk reported the receipt of a letter dated 19th June 2019, received from the Highways and Transportation Services Manager, Carmarthenshire County Council (copies having been previously circulated to members).

The letter informed members that Carmarthenshire County Council's Public Lighting Team currently maintain the council's community public lighting columns as well as all of the other 72 community and town councils in their area. The system they currently manage throughout the county consists largely of low-pressure sodium units which were being phased out and replaced by more energy efficient LED lighting units.

As a result it was proposed that all existing units would be replaced with LED lighting units on a bulk basis which would produce a significant saving in capital costs with this cost to the Town Council being repaid over an eight year period. This capital cost would be reduced in real terms by the savings made in energy charges as a result of the more energy efficient LED lights.

The overall cost to the Town Council for the 134 lights in its area, at £139.00 per column, would equate to £18,626.00. The cost would be repaid at £2,328.25 per annum over the eight-year period with the anticipated drop in energy cost from £3,803.04 to £1,166.33.

RESOLVED – that the Town Council confirms its participation in the scheme to replace all its existing low-pressure sodium community lighting units with more energy efficient LED lighting units.

34. MATTERS FOR INFORMATION

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

- (1) Community & Town Council Liaison Forum – Minutes of Meeting held on 19th March 2019;
- (2) One Voice Wales – Minutes of Carmarthen Area Committee held on 2nd April 2019;
- (3) One Voice Wales – Minutes of NEC Meeting held on the 8th March 2019;
- (4) Llanelli Traffic Management Working Group – Minutes of Meeting held on 26th March 2019;
- (5) Ty Bryngwyn Hospice Trust Fundraising Committee – Minutes of Meeting held on 28th May 2019;
- (6) Ymlaen Llanelli – Minutes of Meeting held on 30th April 2019

FURTHER RESOLVED - that the undermentioned matters be noted (copies of which having previously been circulated by email):

- (1) One Voice Wales News Bulletin – June 2019
- (2) One Voice Wales Basic On-Line Learning Modules’
- (3) Future Generations Commissioner - Our Future Wales A National Conversation Consultation Events
- (4) Older People’s Commissioner for Wales Newsletter Spring 2019;
- (5) Wales Ambulance Service Trust - NHS Trust Carers Survey
- (6) Hywel Dda University Health Board – Developing Trauma Services;
- (7) Hywel Dda Community Health Council – Visit Report, Cadog Ward, Glangwili Hospital;
- (8) Hywel Dda Community Health Council – Visit Report, Phlebotomy Clinic, Prince Philip Hospital & the Antioch Centre;
- (9) Hywel Dda Community Health Council – Communication in the NHS – Hywel Dda;
- (10) Hywel Dda Community Health Council – Awareness of Urgent Care Services Amongst Students – Trinity St. David University, Carmarthenshire;
- (11) Hywel Dda Community Health Council – Visit Report, Diabetic Outpatient Visits;
- (12) Hywel Dda Community Health Council – Operational Plan 2019-20

The Meeting concluded at 6.30 p.m.

PLANNING, LICENSING AND CONSULTATION COMMITTEE

8th July 2019

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, 8th July 2019 at 6.00 p.m.

PRESENT: Councillors C Griffiths (Vice-Chairman)(In the Chair), D.Ll. Darkin, T. Davies (substitute for Cllr. Mrs. S. Najmi), M.P. Edmunds, Mrs. S.J. Griffiths, J.P. Jenkins, J.E. Jones J.P. (Town Mayor), A.S.J. McPherson, S.L. Rees and Mrs. J. Williams (substitute for Cllr. P.T. Warlow).

APOLOGIES: Councillor S.I. Davies (Chairman), Ms. S. Najmi, J.P. (Leader of the Council), C.A. Reed and P.T. Warlow.

10. TOWN AND COUNTRY PLANNING ACT

PLANNING APPLICATIONS

Councillor D.Ll. Darkin declared a personal interest in Application No. S/39043, as the applicant was a former client of his company and as he 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/38988 Mr Mark Jones, 196 Pentre Nicklaus Village, Llanelli, SA15 2DF	Installation of a new window on the ground floor of the south elevation of the property.	No objection.
S/39016 Darren Morgan, 42 Coedcae Road, Llanelli, SA15 1HZ	Construction of a two-storey rear extension and front parking space.	No objection subject to the Planning Authority ensuring that there is no loss of light amenity to neighbouring properties.

Ref No. and Name and Address of Applicant (1)	Proposed Development (2)	Observations (3)
<p>S/39022 ALDI Stores Ltd, Land to the north of the B4304, Trostre Road, Llanelli</p>	<p>The erection of a class A1 foodstore, and a drive through coffee shop, with associated access, parking and landscaping</p>	<p>No objection subject to the Planning Authority addresses concerns raised by local residents regarding the lack of sufficient disabled parking bays and the requirement for improved access arrangements for pedestrians, cyclists and public transport users</p>
<p>S/39043 Mr P Akhtar, 27 Stepney Street, Llanelli, SA15 3YB</p>	<p>Proposed rear first floor flat roof storeroom extension and attic floor dormer extension</p>	<p>No objection.</p>
<p>S/39044 Miss Rachel Darby, 11 Coedcae Uchaf, Llanelli, SA15 1JU</p>	<p>Temporary change of use of domestic outbuilding to food preparation kitchen for meals on wheels (3-year period).</p>	<p>No objection subject to the Planning Authority ensuring that stringent requirements are put in place to ensure that the applicant minimises noise pollution and provides appropriate extractor and ventilation fans are in place to avoid neighbouring properties getting excess food smells.</p>
<p>S/39062 Llanelli Rural Council, c/o Graham Williams, Llanelli & District Cemetery, Swansea Road, Box, Llanelli. SA15 3EX</p>	<p>To erect an additional welfare cabin adjacent and linked to the existing cabin.</p>	<p>No objection.</p>

11. PROPOSED PROHIBITION OF WAITING AT ANY TIME REAR LANE BETWEEN MIN Y MOR AND PRINCESS STREET, LLANELLI

The Town Clerk reported the receipt of an email received from the Traffic Management Technician, Carmarthenshire County Council noting that following concerns raised by a resident regarding visibility issues whilst exiting the junction due to vehicles parking on the junction, that it was proposed to prohibit waiting at any time at the above location (copy email and location plan having been previously circulated to members).

RESOLVED – that no objection be made to the proposed Order.

12. DEVELOPMENT OF A CLASS A1 RETAIL UNIT, RECONFIGURATION OF THE CAR PARK , LANDSCAPING AND ASSOCIATION WORKS, PARC PEMBERTON RETAIL PARK

The Town Clerk reported the receipt of a letter dated 14th June 2019, received from “Have Your Say” enclosing a formal notice under Article 2D of the Town and Country Planning (Development Management procedure)(Wales) Order 2012 (as amended) for Consultation Before Applying for Planning Permission as above (copies having been previously circulated to members).

RESOLVED – that the information be noted.

13. REVOCATION OF PROHIBITION OF WAITING AT ANY TIME, INKERMAN STREET

The Town Clerk reported the receipt of an email received from the Senior Traffic Management Technician, Carmarthenshire County Council informing members that a request had been received for the revocation of a short section of double yellow lines at the above location. It is proposed to replace the lines with an unrestricted parking bay which will create additional parking in the area (copy email and location plan having been previously circulated to members).

RESOLVED – that no objection be made to the proposed Order.

14. MATTERS FOR INFORMATION

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

- (1) Welsh Ambulance Services NHS Trust Carers Survey.
- (2) License application received for Morrisons, Parc Pemberton Retail Park, Llanelli SA14 9DR

The Meeting concluded at 6.09 p.m.

STEBONHEATH DEVELOPMENT COMMITTEE

8th July 2019

At a Meeting of the **STEBONHEATH DEVELOPMENT COMMITTEE** of LLANELLI TOWN COUNCIL held at The Old Vicarage, Town Hall Square, Llanelli on Monday, 8th July 2019 at 6.10 p.m.

PRESENT: Councillors M.P. Edmunds (Chairman), M.D. Cranham J.P. (Deputy Town Mayor)(Vice-Chairman), D.Ll. Darkin, T. Davies, J.P. Jenkins (substitute for Cllr. J.S. Edmunds), J.E. Jones J.P. (Town Mayor), C. Griffiths, W.J. Lemon, S.L. Rees, W.E. Skinner and Mrs. J. Williams (substitute for Cllr. P.T. Warlow).

APOLOGIES: Councillors J.S. Edmunds, Ms. L.A. Edmunds and P.T. Warlow.

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 30th June 2019, in the sums of £7,461 and £46,576 respectively (copies having been previously circulated to members).

RESOLVED – that the aforementioned report be approved.

2. HIRING CHARGES

Further to Minute No. 6 of the Committee meeting held on 23rd July 2018, consideration was given to the written report prepared by the Town Clerk (copies having been previously circulated to members).

RESOLVED – that the proposed charges for the hire of the sports pitch for the 2019/20 season, be as follows –

Hiring Charges 2019/2020 Season

	<u>Daylight Hours</u>	<u>Under Floodlights</u>
Carmarthenshire League (Junior Aged 16 and Under)	80.00	130.00
Carmarthenshire League (Seniors)	95.00	145.00
Llanelli Town Youth Team	95.00	145.00
Llanelli Town F.C.	160.00	210.00
C.C.T.A. Llanelli	160.00	210.00
West Wales League (Juniors Aged 16 and Under)	150.00	200.00
West Wales League (Seniors)	175.00	225.00

Welsh Schools and Colleges	245.00	295.00
International Matches	450.00	550.00
Swansea City	650.00	750.00
Rugby League	330.00	430.00
Rugby League Internationals	450.00	550.00

3. SOCIAL CLUB INSURANCE CLAIM

Consideration was given to the Principal Administrative Officer's report (copies of which were circulated prior to the meeting) which informed members that around the 17th January 2019 a theft incident occurred on the roof of the Stebonheath Social Club leading to lead being stolen and damage caused to the roof structure. The incident was reported to the police and an insurance claim raised with the Town Council's insurance company.

Quotations were received for remedial works and replacement of the lead with a lead alternative product with the lowest cost at £6,863.90 approved by the insurance company. Repair works were completed in late March.

RESOLVED – that the aforementioned report be noted and the actions of officers in relation to the incident be endorsed.

4. FLOODLIGHTS

Further to Minute No. 2(2) of the Committee meeting held on the 25th June 2018, members considered the Principal Administrative Officer's report (copies of which were circulated prior to the meeting).

Members were informed that during the 2018-19 playing season 10 lamp units had failed and that the replacement of these units were contracted to be carried out as part of the annual safety inspection of the lighting columns by RT Electrics which passed with no issues of concern arising although a number of the columns were recommended for re-painting in the next year due to signs of corrosion which will be considered at a future date.

During the replacement of the lamps, however, a number of the lighting units themselves presented problems with the screws seizing and corrosion noted on the inside. This has resulted in the laborious process of drilling through the screws and in some cases removing the units and soaking them in release oil to enable the unit to be opened and the lamp replaced.

It is hoped that each lamp can be replaced via a combination of the above actions by the contractor, however, there is the chance of some of the units splitting and requiring replacement. The cost of this work is estimated as between £1,800.00 and £2,000.00 based on three days labour and platform hire. The cost of the replacement lamps is £1,913.18.

Should a unit require replacement, the options available are as follows:

- i Replace the existing lights with new lights to match the existing 2000-watt lamps
Cost per fitting - £1197.25 (hire cost of platform additional £567.00)

- i Replace the existing lights with LED alternatives (recommended due to lower energy usage).
Cost per fitting - £2,660.00 (hire cost of platform additional £567.00)

Following a discussion, it was

RESOLVED – that the Committee:

- i Approves the annual safety inspection cost.
- i Approves the continuing work to replace the lamps on the floodlights
- i Approves the replacement of an anticipated limited number of units should it prove impossible to replace the lamps only with an LED unit.

The Meeting concluded at 6.15 p.m.

BUILDING AND FINANCE COMMITTEE

15th July 2019

At a Meeting of the **BUILDING AND FINANCE COMMITTEE** of LLANELLI TOWN COUNCIL held at The Old Vicarage, Town Hall Square, Llanelli on Monday, 15th July 2019 at 6.00 p.m.

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

APOLOGIES: Councillors Ms. S.A. Curry, J.S. Edmunds (Chairman), Ms. S. Najmi, J.P. (Leader of the Council) and W.E. Skinner.

20. FINANCIAL REPORTS

Consideration was given to the Budget Review report of the Town Clerk, Income and Expenditure report for 1st April – 30th June 2019 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 £336,811 and £315,303 respectively, be approved.

(2) ACCOUNTS FOR PAYMENT

RESOLVED – that the payment schedule showing cheque payments in respect of voucher nos. 15725 - 15751 (inclusive), in the sum of £24,076.81, and Direct Debit, BACS payments and Other Payments, in the sum of £14,193.23, £17,809.64 and £28,973.94 respectively, be approved.

21. COMMUNITY CENTRES

(1) HIRINGS

Consideration was given to the summary schedule of hirings of all community centres during the month of June 2019 (copies having been previously circulated to members).

RESOLVED – that the information be noted.

(2) PENYMORFA COMMUNITY CENTRE

Further to Minute No. 111 of the Committee meeting held on 18th March 2019, members considered a report prepared by the Principal Administrative Officer (copies having been previously circulated to members).

Further meetings and visits were undertaken with contractors to consider the works required at the site. Advice received was that the proposed replacement boiler was arguably too large for the required installation and that the boiler should be replaced with a smaller domestic style combi boiler. Further concern was also expressed by the long-term hirer at site that his main requirement would be to provide for improved ventilation in the main hall.

The decision was therefore taken to move forward with works as follows:

- i Install Point of Use Water Heaters into the kitchen and two toilet areas at a cost of £3,940.32 to provide for hot water in these areas.
- i Install 2 x extractor fans with a cost of £1,396.00 into the main hall to improve ventilation and decrease condensation issues experienced.
- i Retain the current boiler for Central Heating only with the hot water being provided by the POU heaters noted above.

This has the effect of decreasing the overall cost to the Town Council from £10,926.00 to £5,336.32.

The boiler remains in poor condition and will require replacement in the short to medium term, however, when this is required the cost will be relatively low due to the smaller installation required.

RESOLVED – that the Committee approves the continuing actions of officers in relation to this issue.

22. COMMUNITY DEVELOPMENT OFFICER'S REPORT

Further to Minute No. 14 of the Committee meeting held on 17th June 2019, 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) TOWN CENTRE ACTIVITY

June saw a number of events take place in and around the Town Centre.

- i Saturday 22nd June - The Great Get Together – A Town Centre Community Street Party, saw community members bring a plate of food and chat with their neighbour. The event was very well attended with a live link up to our twin town Agen to celebrate 30 years of Twinning.

There was a number of community stalls such as the Tenants Association, Communities 4 Work and the Girl Guides in attendance, along with key partners such as Llanelli Fire Service and the Police. The St Elli Centre hosted Mickey and Mini Mouse, alongside Llanelli Market who arranged a Teddy Bear Treasure Hunt with free children's entertainment available throughout the day.

- i Saturday 22nd June - Llanelli Windrush Generation celebration was held in Llanelli library and saw live music and stories from the era. The event was hosted by the Multicultural Network.
- i Saturday 29th June – Llanelli 80s Festival and Armed Forces Day. Armed Forces Day saw the first parade of its kind of current and retired service personnel being held in the Town Centre and the Spring Gardens. The 80s Festival with live music and entertainment was hosted by the WAVE. The day was very well attended and was funded by the Town Council, Jenkins and Ymlaen Llanelli. These events will now become annual events for the Town Centre.
- i The 30th Anniversary of the Twinning link with Agen was marked by the Town Council over the weekend of the 28th June with a delegation from Agen visiting Llanelli. The celebrations culminated with a Community Concert on the 30th June held at St Elli Parish Church which included performances by Côr Curiad and the Pelenna String Quartet.

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

(2) LLANELLI COMMUNITY PARTNERSHIP

Llanelli Community Partnership will next meet on Tuesday 16th July 5.45pm at Pwll Pavilion. The meeting will focus on the way forward and will set key priorities for the coming year. All are welcome to attend.

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 VOICES PROJECT

The Llanelli Voices project was held on the 11th and 12th July. The project will run through to August with an exhibition of work being held in the Ffwrnes on the 30th August. The project works with 11-15 year olds to explore life through wood, clay sculpture, environment and street art focusing on storytelling, spoken word and rap. As part of the project stories of Llanelli will be gathered from young and old. Although places are limited there are still spaces available, to book please contact info@peoplespeakup.co.uk

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) TYISHA STEERING GROUP

The Tyisha Working Group continues to meet with the Steering Group next meeting in September at Paddock Street, Community Centre. The final reports and a plan are expected to be presented to the County Council Executive Board in September.

The Tyisha Park project has received confirmations of funding with a tender exercise currently in progress for installation and provision of the Park. A separate report on this matter is provided to the July Committee meeting.

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) OPEN DAY

The Town Council will hold a community open day on the 1st August 2019. Should members have any suggestions on how the day should be delivered, please contact the Office.

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) LLANERCH COMMUNITY GROUP

Llanerch Community Group are holding an open community day on the 17th August on Penygaer Fields. The open day will see a number of activities and stalls with an open-air cinema showing of ‘The Greatest Showman’ from 7.30pm. The Town Council has been supporting the group and advising in relation to this and previous events.

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 PRIDE

The first Llanelli PRIDE event will take place on 3rd August at the Selwyn Samuel Centre. The event will celebrate equality, diversity and community spirit. There will be a number of activities, stalls arranged with a parade leaving Eastgate at 12.00pm.

(8) DATES FOR DIARIES, COMMUNITY ACTIVITY FOR JULY / AUGUST 2019

- i Every Tuesday evening Llanelli Library- Tenovus Singing Along 6.30 pm - 8.00 pm
- i Llanelli Multicultural Network drop-in - Saint Paul's Family Centre every Friday 1.30 pm - 3.00 pm
- i Y Lle Welsh Youth Group - 6.00 pm - 8.00 pm every Thursday night, youth club for young people
- i Y Lle, Sospan Soup Kitchen Sundays 7.00-8.00pm
- i Greenfield Church, soup kitchen every Wednesday - 6.00pm
- i Mens Shed Station Road every Friday 10.00am – 4.00pm and 10.00am – 2.00pm on Saturdays
- i Thursday Women's Shed days – Thursdays 10.00am – 2.00pm fortnightly
- i Llanelli Art Society Summer Exhibition 6-19th July Llanelli Library
- i Llanelli Tenants multicultural event 27th July 11.00am - 4.00pm, Selwyn Samuel Centre
- i Town Council Open Day – 1st August
- i Llanerch Community Day from 2.30pm / open air cinema 7.30pm on the 17th August - Penygaer Fields
- i Llanelli PRIDE event 12.00pm 3rd August at the Selwyn Samuel Centre
- i Parc Howard Family Fun day 21st August 11.00am – 4.00pm
- i Llanelli Pottery Stories Park Howard 5th, 12th, 19th and 26th August at 4pm

23. PUBLIC FOOTPATHS

Further to Minute No. 118 of the Committee meeting held on 15th April 2019, the Town Clerk reported the receipt from Wrenvale Nurseries and Landscapes of the Footpath Inspection Reports to the end of June 2019 (copies having been previously circulated to members).

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

24. LLANELLI VINTAGE FESTIVAL

Consideration was given to a request received from Ymlaen Llanelli regarding the possibility of the Town Council jointly funding the Llanelli Vintage Festival on Saturday, 21st September 2019.

The event would consist of stall holders selling vintage wares as well as having a number of vintage cars on display together with street entertainers performing throughout the day. Also, as with the very successful 80's Festival, there would be a stage to accommodate the various live acts, P.A. System and deck chair seating.

It was estimated that the total cost of the day would be approximately £10,000 and the request was that the Town Council contribute half the costs involved.

RESOLVED – that the Council sponsors the event on a 50% basis.

25. GROUNDS MAINTENANCE

Members received notes of a meeting held on 19th June 2019, held with Llanelli Rural Council to review the works being carried out under the Service Level Agreement for grounds maintenance (copies having been previously circulated to members).

RESOLVED – that the information be noted.

26. CROWN PARK

(1) CROWN PARK ASSOCIATION

Further to Minute No. 94 of the Committee meeting held on 18th February 2019, members received notes of an Officer meeting held on 27th June 2019, with representatives of Crown Park Association (copies having been previously circulated to members).

RESOLVED – that the information be noted.

(2) PATHWAY

Further to Minute No. 39 of the Committee meeting held on 18th September 2018, members received a report prepared by the Principal Administrative Officer (copies having been previously circulated to members).

During the process of submitting a S106 application to the County Council for the reinstatement of the pathway around Crown Park and the bal it was noticed that there was clear evidence of a pathway which had been covered over a number of years by sand and grass growth and as a result it had required a two-stage process proposal for the project which was provided to the County Council as follows:

- i Stage 1 - Excavate and expose the path mechanically.
- i Stage 2 - Infill the excavated path to provide for a renewed appropriate surface.

The resulting quotations provided by three contractors was deemed too expensive by the County Council and they have confirmed that they will not be able to fund the project at this cost.

As a result the County Council requested that the Town Council consider carrying out a two-stage process, carrying out stage one and then making an additional application for funding stage two. The County Council believe that it may be possible to carry out the works at a lower cost which is contrary to the view of the contractors who have assessed the proposed works. There would also be no guarantee of funding on stage two due to the cost involved (it is unlikely to be approved if the costs provided prove accurate).

It was, therefore, in the officers' opinion that it was not in the Town Council's best interests to move forward with this project with no guarantee of funding to complete the works. The Council could be left with an unsafe path following completion of stage 1 and no funding available to complete the works.

RESOLVED – that the Committee note the progress made to date and confirm that no further action is to be taken without funding being secured.

27. HAVELOCK PARK

Further to Minute No. 95 of the Committee meeting held on 18th February 2019, members received notes of a quarterly meeting held on 18th June 2019, with representatives of Havelock Park Bowling Club (copies having been previously circulated to members).

RESOLVED – that the information be noted.

28. PEOPLE'S PARK

(1) LLANELLI WANDERERS RFC

Further to Minute No. 108 of the meeting held on 18th March 2019, members received for information notes of the officer meeting with Llanelli Wanderers RFC held on 19th June 2019 (copies having been previously circulated to members).

RESOLVED – that the information be noted.

(2) PARC-Y-DRE BOWLS CLUB

Further to Minute No. 96(1) of the Committee meeting held on 18th February 2019, members received notes of a quarterly meeting held on 19th June 2019, with representatives of Parc-y-Dre Bowls Club (copies having been previously circulated to members).

RESOLVED – that the information be noted.

29. APPLICATIONS FOR FINANCIAL ASSISTANCE

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

Councillor M.D. Cranham declared a personal interest in application (g) as a member of the applicant Club and as he considered this to be a prejudicial interest 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) Bus Friends of R.G. – that this application be noted;
- (b) Must DASH – that a grant of £300 be made;
- (c) Llanelli Centre for the Deaf – that a grant of £300 be made;
- (d) Kids Cancer Charity – that this application be noted;
- (e) Llanelli Tenants Network – that a grant of £300 be made;
- (f) Llanelli Youth Theatre – that a grant of £600 be made;
- (g) Llanelli Tennis and Squash Club – that a grant of £800 be made;
- (h) Llanerch Community Group – that a grant of £300 be made;
- (i) Parc-y-Dre Bowls Club – that a grant of £500 be made;
- (j) C.P. Seaside A.F.C. - that a grant of £500 be made;
- (k) Llanelli Air Raise – that a grant of £300 be made;
- (l) The Cinnamon Trust – that this application be noted.

(2) LETTERS OF THANKS

RESOLVED – that letters of thanks received from Llanelli Veterans Association, Llanelli Guide Dogs for the Blind, Llanelli Shopmobility, PeopleSpeakUp and Royal British Legion Band be noted with pleasure.

(3) SPONSORSHIP

Having considered the application received from Coleg Sir Gâr (copies having been previously circulated to members), it was

RESOLVED – that sponsorship be approved in the sum of £5,000.

30. 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.

31. PARKS AND PLAYING AREAS

Further to Minute No. 19 of the Committee meeting held on the 17th June 2019, consideration was given to the Principal Administrative Officer's report which provided an update of developments at Council Parks and Playing Areas (copies having been circulated prior to the meeting).

Crown Park

Sub Lease

The completion of the sub-lease with Crown Park Association is anticipated for the coming weeks.

Building works

The contract for works has been signed. Re-pointing of the paddling pool slabs has commenced with works to be completed to enable the paddling pool to be brought into operation on Saturday 20th July 2019. The works to paint the changing rooms and remove the field post and rail fence will be completed during July – August.

The re-laying of the car park surface will be completed in September following the summer holiday period.

S106 Applications

Orders have been placed for the provision of new football equipment including goals and team shelters, a steel container will also be provided to store the purchased equipment. The cost of these purchases is to be met via the Carmarthenshire County Council S106 scheme.

Havelock Park

Bowling Facility Fencing and building works

The Bowling Green fence works are complete and the contract for the remaining works has been signed and will be undertaken in the coming weeks. An updated S106 application has been made to fund the Pavilion painting, benches and new green wooden surrounds, this is under consideration by Carmarthenshire County Council.

The £4,000 improvement grant due to be paid following the completion of asset transfer and the signing of the sub-leases has been requested.

People's Park

Bowling Facility Fencing and building works to Bowling Pavilion and Changing rooms

The bowling facility fence has been completed and the £4,000 improvement grant due to be paid following the completion of asset transfer and the signing of the sub-leases has been requested towards these costs.

The remaining works are to be carried out following receipt of planning approval from the County Council.

Penyfan Park

Building Works to Splash Pad

The contract for the works to the slab surrounds to the splash pad has been signed and will be undertaken following the summer holiday period.

Fields in Trust Grant

Quotations have been sought for provision of equipment to promote active lives to be placed adjacent the play area. The grant to be received totals £5,000 with a further report to follow to the Committee.

Paddling Pool Provision

The Town Council has in place a bank of Paddling Pool Attendants for Crown Park, Parc Howard and People's Park during the summer holiday period. The pools will be cleaned and re-painted during the coming week and put into operation from Saturday, 20th July 2019.

RESOLVED – that the report be noted and the actions taken to date are endorsed.

32. MORFA PARK ASSET TRANSFER

Further to Minute No. 18 of the Committee meeting held on the 17th June 2019, consideration was given to the Principal Administrative Officer's report (copies having been circulated prior to the meeting).

Asset Transfer

Progress continues to be made with the asset transfer of the park.

Skate Park and Play Area

Completion of works to provide a new play area and skate park is progressing with the skate park to be installed during the week commencing 22nd July and the new swing unit to follow in early August. The cost of these works will be met by the Carmarthenshire County Council S106 scheme. The Town Council will need to make the payment to contractors for the project with the S106 repayment possibly awaiting completion of asset transfer.

RESOLVED – that the report be noted and the actions taken to date are endorsed.

33. TYISHA WARD PLAY AREA PROJECT

Further to Minute No. 84 of the Committee meeting held on the 5th December 2018, consideration was given to the Principal Administrative Officer's report (copies having been circulated prior to the meeting).

Members were informed that meetings have continued with interested partner organisations in order to progress provision of the play area within the grassed area adjacent to Waddles Court at the corner of Columbia Row and Ann Street. These discussions have led to confirmations of financial support from:

- i Carmarthenshire County Council
- i Dŷ Cymru
- i Arbed am Byth

Pobl Group have offered to donate stored play equipment which has not been installed towards the project. Officers have made a visit to view this equipment, however the flat packed items have proved inaccessible stored in a semi-derelict property. Further information is to be provided by Pobl Group on what they have available before a final decision is made. Family Housing have offered to provide contractor support towards ancillary works rather than a financial contribution.

Town Council and Carmarthenshire County Council Officers have contacted play equipment companies to provide tenders for a project up to a total cost of £85,000. These are to be returned by the end of July. Following approval of the contractor and suggested tender plan, a planning application will need to be made.

The anticipated commencement of the install will be in late 2019 / early 2020 and following completion the play area and immediate surrounds will be asset transferred to the Town Council who will manage and maintain the area.

Further updates will be provided for the September meeting once plans are finalised.

RESOLVED – that the report be noted and the actions taken to date are endorsed.

34. DEFIBRILLATOR PROVISION

Member's considered a report prepared by the Principal Administrative Officer's report (copies having been previously circulated to members).

A request had been received from the family of former Councillor and Deputy Town Mayor Chris Reed who had passed away suddenly in January 2017, for the possible supply of a defibrillator from funds raised in his memory.

As a result consideration had been given to the possibility of locating this defibrillator at the Town Council Offices for use by the Community in case of emergency.

The two main charities in Wales that provide this equipment are Cariad and Welsh Hearts and both could provide defibrillators in cases that have locked keypads or without keypads and once installed the Welsh Ambulance Service would be made aware of their location to add onto the national register together with the key-pad code to enable unlocking.

Cariad

Cariad provide two different pieces of equipment.

- i The Zoll AED 3 – Is WIFI linked and communicates directly with cariad whenever operated or when batteries require changing. The cost with a lockable case is £1,500.
- i The Zoll AED plus – The cost with a lockable case if £1,400.

Neither of these require electrical supply as the equipment is operational up to –30 degrees and the batteries to –20 degrees. The pads are held in an insulated bag.

Cariad provide a 10-year maintenance programme for the Zoll AED 3 and 7 years for the Zoll AED Plus. Cariad will also provide a training event free of charge on use of the equipment.

Welsh Hearts

Welsh Hearts provide IPAD defibrillators. These are dual control items with a child and adult mode. The cost is £1,520 with a lockable case. This piece of equipment requires a power supply to maintain the temperature as they may not operate appropriately at temperatures below freezing. Welsh Heart provide a continuing maintenance programme and will arrange free training on their use.

Taking account of the options available via these two charities it was recommended that the Committee approves purchase of a Zoll AED 3 in a lockable case from Cariad for placing on the Town Council Offices.

RESOLVED – that the Council approves the purchase of a Zoll AED 3 in a lockable case from Cariad which will be paid by monies raised in memory of Cllr. C. Reed and that the Council purchases another two devices one to be placed at the Selwyn Samuel Centre and the other at Stebonheath Park.

The Meeting concluded at 6.24 p.m.

SELWYN SAMUEL CENTRE COMMITTEE

15th July 2019

At a Meeting of the **SELWYN SAMUEL CENTRE COMMITTEE** of LLANELLI TOWN COUNCIL held at The Old Vicarage, Town Hall Square, Llanelli on Monday, 15th July 2019 at 6.25 p.m.

PRESENT: Councillors Ms. L.A. Edmunds (Chair), M.D. Cranham (substitute for Cllr. M.P. Edmunds), D.Ll. Darkin (substitute for Cllr. C.A. Reed), T. Davies, J.P. Jenkins, J.E. Jones J.P. (Town Mayor)(substitute for Cllr. Mrs. S.J. Griffiths), A.S.J. McPherson, J.G. Prosser (substitute for Cllr. W.E. Skinner) and Mrs. J. Williams.

APOLOGIES: Councillors S.I. Davies, M.P. Edmunds, Mrs. S.J. Griffiths (Vice-Chair), Ms. S. Najmi, J.P. (Leader of the Council), C.A. Reed, S.L. Rees and W.E. Skinner

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 30th June 2019, in the sums of £14,572 and £31,208 respectively (copies having been previously circulated to members).

RESOLVED – that the aforementioned report be approved. Noted

2. BOWLING SCALE OF CHARGES

Further to Minute No. 3 of the Committee meeting held on 3rd September 2018, members reviewed the current scale of charges, as set out in the Town Clerk's report (copies having been previously circulated to members).

RESOLVED – that the proposed scale of charges for the 2019/2020 season be adopted and approved as follows –

	<u>September 2018</u>	<u>September 2019</u>
<u>Green Fees</u>		
Club League Matches	£9.10 per hour	£9.20 per hour
Members	£7.40 per hour	£7.40 per hour
Non-Members	£9.40 per hour	£9.40 per hour
Vacant rinks (not booked in advance) Members only		
Single person	£4.00 per hour	£4.00 per hour

Club Tournaments Rink Hire

Singles	£5.40 per rink per hour	£5.50 per rink per hour
Pairs	£6.60 per rink per hour	£6.80 per rink per hour
Triples	£7.00 per rink per hour	£7.20 per rink per hour
Rink	£8.10 per rink per hour	£8.40 per rink per hour
<u>Junior Coaching</u>		
Saturday Morning	£2.00 per rink per hour	£2.00 per rink per hour
Lockers	£3.50	£3.50

3. CLOSE SEASON HIRING CHARGES

Further to Minute No. 4 of the Committee meeting held on 3rd September 2018, members consideration was given to the written report prepared by the Town Clerk relating to proposed increases in some of the hiring charges during the summer recess period (copies having been previously circulated to members).

RESOLVED – that the proposed charges for the forthcoming close season, with effect from 1st April 2020 be as follows –

COUNCIL BOOKED EVENTS:

MAIN HALL	P	(Incl VAT)	S	(Incl VAT)	C	(Incl VAT)
Event Rate/Day	£200.00	£240.00	£650.00	£780.00	£750.00	£900.00
Hourly Rate	£25.00	£30.00	£75.00	£90.00	£100.00	£120.00
Rehearsal Hourly Rate	£25.00	£30.00	£25.00	£30.00	£50.00	£60.00
Setting Up	Free	Free	Free	Free	Free	Free

SEATING (Per Chair)	£0.50	£0.60	£0.50	£0.60	£1.00	£1.20
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TABLES (Per Table)	£5.00	£6.00	£5.00	£6.00	£10.00	£12.00
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STAGING	P	(Incl VAT)	S	(Incl VAT)	C	(Incl VAT)
Full Use	£180.00	£216.00	£240.00	£288.00	£360.00	£432.00
Per Unit	£7.00	£8.40	£10.00	£12.00	£12.00	£14.40
Off Site Hire Per Unit	£7.00	£8.40	£10.00	£12.00	£12.00	£14.40

Concessionaire Booked Events:

MAIN HALL	P	(Incl VAT)	S	(Incl VAT)	C	(Incl VAT)
Event Rate/Day	£200.00	£240.00	£650.00	£780.00	£750.00	£900.00

Code:

P	Hire by local societies/organisations etc. for the provision of low attendance events.
	Hire by charitable/fund raising organisations and local schools.
S	Hire by local societies/organisations etc. charging entrance fee.
C	Hire by local authorities, national bodies and commercially managed organisations.

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

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

5. CONCESSIONAIRE

(1) PERFORMANCE REVIEW

Further to Minute No. 6(2) of the Committee meeting held on 3rd September 2018, members received for information notes of a Quarterly Performance Review meeting with the Concessionaire (copies having been previously circulated to members).

RESOLVED – that the information be noted.

(2) CONCESSIONAIRE AGREEMENT

The Town Clerk reported that for this summer season it was proposed to place hiring of the main bowls arena under the management of the Concessionaire until the indoor bowling season re-commenced in mid-September resulting in hirers booking with the Concessionaire who would therefore raise the charges directly. Instead of the council receiving income from the hirers the council would re-charge the utility costs to the Concessionaire ensuring that there were no overhead costs incurred by the Town Council.

This system would be reviewed at the end of the period in order to determine a suitable arrangement for future years.

RESOLVED – that the information be noted and proposed booking and charging arrangement be approved.

The Meeting concluded at 6.35 p.m.