

BUILDING AND FINANCE COMMITTEE

11th September 2023

In accordance with the provisions of Schedule 12 of the Local Government Act 1972 and Section 47 of the Local Government and Elections (Wales) Act 2021 the **BUILDING AND FINANCE COMMITTEE** of LLANELLI TOWN COUNCIL was held REMOTELY and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 11th September 2023 at 6.00 p.m.

PRESENT: Councillors D. Ll. Darkin (Leader of the Council, in the Chair), A.R. Bragoli, A.A Carter, M.D. Cranham J.P, T. Davies (Substitute for Councillor B.A.L. Roberts), L. Fenris (Substitute for Councillor S. Greaney), R. James, A.S.J. McPherson (Chair), P.T. Warlow (Deputy Town Mayor) and J.R. Williams (Substitute for Councillor S.A. Curry).

APOLOGIES: Councillors S.A. Curry, J.R. Elliott, S. Greaney, G. Lloyd and B.A.L. Roberts.

26. APPOINTMENT OF CHAIRMAN PRO TEMPORE

As the Chair and Vice-Chair were attending remotely, it was

RESOLVED – that Cllr. D. Ll. Darkin (Leader of the Council) be appointed Chair Pro Tempore.

27. MEMBERS' DECLARATION OF INTEREST

Declarations of interest were made on items 33, 36, 12 and 13.

28. FINANCIAL REPORT

(1) BUDGET REVIEW

RESOLVED – that the Income and Expenditure report for the period 1st April 2023 – 31st August 2023, in the sums of £1,037,541 and £543,875 respectively, be approved.

(2) ACCOUNTS FOR PAYMENT

RESOLVED - that the payment schedule showing Direct Debit Nos. 111 - 188 (inclusive) in the sum of £20,491.47, BACS Nos 084 - 145 in the sum of £45,760.06 and Electronic Payments Nos 133 - 206 in the sum of £170,530.65 respectively, be approved.

29. COMMUNITY CENTRES

(1) HIRINGS

Consideration was given to the summary schedule of hirings of all community centres during the month of July and August 2023 (copies having been previously circulated to members).

RESOLVED – that the information be noted.

30. PEOPLES' PARK

Wanderers RFC Club

Further to minute number 70 of the Committee meeting held on 7th November 2022, members received the notes of the officer meeting with Wanderers RFC held on 13th July 2023 refers (copy herewith).

RESOLVED – that the information be noted.

31. CLOS YR YSGOL PLAY AREA

Consideration was given to the Town Clerk's report that the Town Council had received notification from the County Council that a sum of £23,121.84 was available through S106 for maintenance and improvements to the play area at Clos yr Ysgol. The sum was confirmed as being only available for works at this play area and not in other locations in the Bigyn or Town Council Wards.

A site visit was therefore undertaken with Ward Members on the 19th July to consider possible improvement works that prices could be sought for, suggestions were discussed and it was agreed that the Town Council Community Development Officer and Sports, Youth and Activity Officer should undertake a consultation with local schools, residents and with users in the park itself with on what was thought to be most appropriate for the play area. This would now be taken forward and a further report provided to the Committee in order to seek prices for a project.

RESOLVED – that the Committee notes the report and the actions being taken forward be approved.

32. PARKS AND GREEN SPACES - TREE MANAGEMENT

Further to minute 99 of the Committee meeting held on 6th February 2023, consideration was given to the Town Clerk's report that provided an update to Council following completion of the bi-annual tree surveys across the Town Council playing fields, parks and green spaces.

Each location report graded the trees with works suggested under:

- Category 1, 2 and 3 works
- Risk Levels L, M, H

Findings received were as follows:

Location	No. of Trees	Category 1 tree works combined with a H or M risk	Works proposed
Lower Trostre Road, Allotments	Hedgerow	0	Other suggested works to be discussed with Grounds Maintenance Team where felt appropriate.
Sunningill Terrace, Allotments	4 and hedgerows	0	Other suggested works to be discussed with Grounds Maintenance Team where felt appropriate.
Coronation Road, Allotments	8	0	Other suggested works to be discussed with Grounds Maintenance Team where felt appropriate.
Bryn Yard	7	0	Other suggested works to be discussed with Grounds Maintenance Team where felt appropriate.
Crown Park	85	2	2 trees have had branches cut near telephone lines. Other suggested works to be discussed with Grounds Maintenance Team where felt appropriate.
Havelock Park	25	1	1 tree removed due to advanced die back. Other suggested works to be discussed with Grounds Maintenance Team where felt appropriate.
Llanerch Field	24	0	Other suggested works to be discussed with Grounds Maintenance Team where felt appropriate.
Morfa Park	41	0	Other suggested works to be discussed with Grounds Maintenance Team where felt appropriate.
Nightingale Park	5	0	Other suggested works to be discussed with Grounds Maintenance Team where felt appropriate.
Penyfan Park	39	0	Other suggested works to be discussed with Grounds Maintenance Team where felt appropriate.
Penygaer Playing Fields	88	1	1 tree removed by Grounds Maintenance Team. Other suggested works to be discussed with Grounds Maintenance Team where felt appropriate.
Peoples' Park	105	5	Trees reduced in height and deadwood cut away. Other suggested works to be discussed with Grounds Maintenance Team where felt appropriate.
Stebonheath Park	60	33	Recommendation for consideration to be given to removing the trees along car park boundary or if not removed, to be cut back to statutory requirements which is a minimum of 5.3 meters height clearance above the surface of the road. 2 other trees in the location recommended for removal, though noted as 2M category.
			Other suggested works to be discussed with Grounds Maintenance Team where felt appropriate.

A site visit was undertaken with Ward Members and the Chair and Vice-Chair of the Stebonheath Development Committee to consider the works suggested for Stebonheath Park.

Following further consideration of the matters arising it was:

RESOLVED:

- That the Committee noted the report and approved the works arranged to be carried out by officers;
- That the Committee consult with the Stebonheath Management Committee and residents on the recommendations relating to Stebonheath and to report back to the Committee for a final decision to be made.

33. TOWN COUNCIL ENVIRONMENTAL PROJECTS

Councillor A.R. Bragoli declared his interest in this matter as a member of the Caru Lliedi Community Group.

Further to minute 11 of the Committee meeting held on the 19th June 2023, consideration was given to the Town Clerk's report that provided an update on the National Lottery Local Places for Nature funded project along with next steps on Environmental Projects for the 2023-24 year.

National Lottery Local Places for Nature project

The project had been completed with works implemented as follows:

Llanerch Field

Creation of river walk with trees planted, wildflower / planted beds, 3 benches and interpretation panel in place. The project was supported by a Community planting day and school planting activity with Penygaer School.

Wrenvale Nurseries carried out the planning, planting and provision of trees / flowers. The cost was £10,000.00.

Cost of the benches totalled £1,187.00.

The interpretation panel with installation cost £1,260.00.

Bryn Yard

Creation of a garden space with tree planting, flower and planted bed, bench and interpretation panel in place. The project was supported by a Community planting day.

Wrenvale Nurseries carried out the planning, planting and provision of trees / flowers. The cost was £2,500.00.

The interpretation panel with installation cost £1,260.00.

Crown Park

Planting of trees and wildflower planting. The project was supported by a school planting activity with Penrhos School.

Wrenvale Nurseries carried out the planning, planting and provision of trees / flowers. The cost was £1,000.00.

Havelock Park

Planting of trees and wildflower planting. The project was supported by a Community planting day.

Wrenvale Nurseries carried out the planning, planting and provision of trees / flowers. The cost was £1,500.00.

Penyfan Park

Planting of wildflowers. The project was supported by a school planting activity with Stebonheath School.

Wrenvale Nurseries carried out the planning, planting and provision of trees / flowers. The cost was £1,000.00.

Further activity under this project is planned throughout September as the planted areas are tidied with Community and School group support.

Woodland Trust Project

Delivery of the Woodland Trust planting pack was expected during November with the following to be delivered:

- Medium Year-Round Colour (105 saplings)
- Medium Wildlife (105 saplings)
- Small Copses (30 saplings)

It was proposed to carry out planting as follows:

- Llanerch Field – to complete the river walk to Corporation Avenue;
- Penygaer Playing Fields – to provide additional trees to provide for a biodiversity corridor, closing the gaps along the river;
- Penyfan – where previous planting has been vandalised;
- Crown Park – where additional planting is possible following the previous National Lottery Local Place for Nature project.

Planting activity is being planned with Community Support and School involvement.

Penygaer – Proposed Sensory Garden

It was noted that following meetings with Keep Wales Tidy and Natural Resources Wales, a successful application had been made to the Local Places for Nature scheme for a Wildlife Development Package for installation along the river area creating a Sensory Garden. Consultation had been held with the Multicultural Network, Breaking Barriers Group, The Green Community Network, adjacent primary schools and with Heol Goffa School looking at what could be implemented. A proposed plan has been received from Keep Wales Tidy and was provided for member information.

Proposals were also being sought for sensory equipment items that could be installed to compliment the work carried out with a further report to follow for Committee consideration.

Following further consideration of the matter it was:

RESOLVED – that the report be noted and the actions taken and proposed be approved.

34. PARKS PLAYING FIELDS AND COMMUNITY CENTRES

Further to minute 23 of the Committee meeting held on the 10th July 2023, consideration was given to the Town Clerk's report that provided an update on developments with the Town Council Parks, Playing Fields and Community Centres.

Crown Park

Play Area

Further quotations were being sought for improvement proposals to Crown Park play area. These would be presented to Committee at a future meeting to enable longer term planning for the play area.

Play markings were scheduled for installation on the 26th September.

Sub-Lease to Crown Park Association

The agreed sub-lease to Crown Park Association had now been completed and signed by the Town Mayor, formalising the relationship that had been in place with the Association following asset transfer of the park to the Town Council.

Havelock Park

Play Area

Further quotations were being sought for improvement proposals to Havelock Park play area. These would be presented to Committee at a future meeting to enable longer term planning for the play area.

Morfa Park

Weather permitting it was intended to repair the play surface in late September in order to enable the return of the swings to the park.

Llanerch Field

The 9x9 size goal pitch will be brought back into operation for the 2023-24 season, the pitch itself was planned to be moved to run from the Community Centre towards Penygaer Playing fields.

Penyfan Park

Cruyff Court

One of the Court Floodlight units had been vandalised, a replacement had therefore been ordered to be put in place.

Football Pitch

The park football pitch was brought back into use this season with Llangennech FC making consistent use of the pitch for friendlies and youth matches. A charge of £45 per game for adults and £30 for youth teams was being made.

Peoples' Park

Skate Park

Vandalism had been experienced with the skate park surrounding fence, this had led to the purchase of a further 5 replacement fence panels. Some vandalism had also been experienced with individuals attempting to open access points under the skate units themselves. This would continue to be monitored.

Multi Use Games Area

The goal posts on either side of the MUGA had started to become loose in their base, the Town Council Consultant Architect sought urgent concrete repairs from a panel of contractors and Vaughan Construction has been approved to carry out the works.

Following further consideration it was

RESOLVED – that the report be noted and the actions taken and proposed be approved.

35. LLANELLI TOWN COUNCIL CHRISTMAS TREE PROVISION 2023

Further to Minute No. 56 of the Committee meeting held on 17th October 2022, consideration was given to the Town Clerk's report providing information to members on possible provision of Christmas Trees in the Community for 2023.

2022 Provision

In 2022 Christmas Trees / Lights were provided as follows:

- Old Vicarage Town Council Offices.
- Havelock Park in partnership with Morfa Residents Group;
- Llanerch Community Centre, supported by the Llanerch Meithrin;
- Roundabout of Firth Road and Queen Mary's working in partnership with PLTRA;
- Grassed area between Heol Dderwen and Penyfan Road in partnership with PLTRA;
- Rose Garden at Stradey Park Avenue / New Road in partnership with the Rose Garden project;

The Town Council also provided financial support for the provision of a tree at the Hywel Phillips Memorial Garden in Seaside.

2023 Provision

For 2023, should the same provision be implemented it was noted that the following actions would be undertaken:

- Christmas trees to be put in place at:
 - The Old Vicarage cost £230 for 15ft tree;
 - Havelock Park cost £480 for 22ft tree;
 - Llanerch Community Centre cost £480 for 22ft tree;
 - The Rose Garden project cost £480 for 22ft tree.
- Dress the already in place trees at:
 - Roundabout of Firth Road and Queen Mary's Walk;
 - Grassed area between Heol Dderwen and Penyfan Road.

Each option would include security fencing and the provision of a dressing and undressing service for the lights. Electrical installation costings would be as follows:

- The Old Vicarage £250.00
- Havelock Park £421.00
- Llanerch Community Centre £421.00
- Penyfan Roundabout £520.00
- Penyfan Heol Derwen £555.00
- Rose Garden £441.00

Consideration was also being given to the possible provision of a tree at the Anne Street Park, this was dependent though on provision of a power pillar by the County Council. Information on how this could be achieved along with costings continued to be awaited.

The cost of the tree at 22ft would be £480.00 along with the cost of purchase and installation of the lighting.

Following further consideration it was:

RESOLVED – that the Committee note the report and:

- Agrees provision of a tree as in past years at Llanerch Community Centre;
- Agrees provision of a tree as in past years at the Old Vicarage;
- Agrees provision of a tree as in past years at Havelock Park;
- Agrees provision of a tree as in past years at Penyfan.
- Agrees provision of a tree as in past years at the Rose Garden.
- Should information become available from the County Council, further consideration will be given to the installation of the infrastructure along with a tree at Anne Street Park.

36. APPLICATIONS FOR FINANCIAL ASSISTANCE

(1) GRANT APPLICATIONS

Councillors A.R. Bragoli and R. James declared their interest in application (b).

Having considered the following applications (copies having been previously circulated to members), it was **RESOLVED** as follows: -

- (a) Camford Sports AFC that a grant of £800 be made;
- (b) Llanerch Community Group that a grant of £300 be made;
- (c) The Royal Navy Association that a grant of £500 be made;
- (d) CASM that a grant of £300 be made;
- (e) Girlguiding 7th Llanelli Brownies that a grant of £500 be made;
- (f) Llanelli Centre for the Deaf that a grant of £500 be made;
- (g) The Rose Garden Project that a grant of £300 be made;
- (h) Bwlch Rangers AFC that a grant of £500 be made;
- (i) The Reds Community Hub that a grant of £500 be made;
- (j) Royal British Legion Band of Wales that a grant of £500 be made.

(2) LETTERS OF THANKS

RESOLVED – that the letters of thanks received from Crown Park Suburbs FC and Strade Ladies Bowls Club be noted with pleasure.

37. 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.

38. APPOINTMENT OF CHAIRMAN PRO TEMPORE

Councillor D. LI. Darkin declared an interest in relation to items 39 and 40 due to his close working relationship with each contractor tendering for the project and as he considered this to be a prejudicial interest, left the meeting during the discussion and voting thereon.

It was therefore

RESOLVED – that Cllr. A.R. Bragoli be appointed Chair Pro Tempore for the remainder of the meeting.

39. ASBESTOS INSPECTIONS

Further to minute number 20 of the Committee meeting held on the 11th July 2023 consideration was given to the Consultant Architect's report in relation to the remedial works identified to be necessary at Peoples' Park Changing Rooms and Wesleyan Community Centre.

Following the undertaking of a tender exercise, prices were received from contractors as follows:

A) Peoples Park Changing Rooms – Asbestos Repair Works

1. TAD Builders Ltd - £1,911.00 plus VAT
2. Alyn Bowen Ltd - £3,500.00 plus VAT
3. M. Hiorns Building Contractors Ltd - £9,975.00 plus VAT

B) Wesleyan Community Hall

1. TAD Builders Ltd - £3,190.00 plus VAT
2. Alyn Bowen Ltd - £9,050.00 plus VAT
3. M. Hiorns Building Contractors Ltd - £21,025.00 plus VAT

Following further consideration it was:

RESOLVED – to accept the lowest tenders for both projects.

40. TOWN COUNCIL ALLOTMENT PROVISION

Further to minute number 111 of the Committee meeting held on the 6th March 2023 consideration was given to the Town Clerk's report providing an update on the Town Council Allotment Provision.

The Town Council had made a further grant application for funding from the Welsh Government, Carmarthenshire County Council Allotment Fund for improvements to Coronation Road Allotments, through the provision of a retaining structure between plots 15 and 16 where the bank has a pronounced step and appears to be falling away

in places. The application was successful with an award made in the total of £17,500.00. This application sum was based on the previous tender exercise undertaken as part of the 2022-23 grant application.

Tenders had therefore been sought with the Consultant Architect obtaining updated prices as follows:

1. Concrete block wall
2. Gabion basket wall

	Option 1	Option 2
Martin Taffetsauffer	£17,882.69 plus VAT	£24,372.28 plus VAT
TAD Builders	£18,155.00 plus VAT	£26,385.00 plus VAT
Lewis Construction	£19,797.55 plus VAT	£27,335.13 plus VAT

In addition, as part of the application it had been agreed that should a plot become vacant at Coronation Road, work would be undertaken to split the plot to provide for additional ‘starter plot gardens’ as had been the case in Sunninghill Terrace last year and more recently at Lower Trostre Road. This had led to an increase by 3 in the total number of plots available by the Town Council over the last year.

Following further consideration of the matter it was:

RESOLVED

- that the report be noted and the actions of officers be approved;
- that lowest tender for the Option 1 works at Coronation Road be approved.

The Meeting concluded at 6.28 p.m.