

CYNGOR TREF LLANELLI



LLANELLI TOWN COUNCIL

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MINUTES

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LLANELLI TOWN COUNCIL

ORDINARY MEETING

1st April 2026

At the **ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held remotely and at The Old Vicarage, Town Hall Square, Llanelli on Wednesday, 1st April 2026 at 6.00 p.m.

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

Councillors

Bigyn Ward

M.D. Cranham J.P.
D.Ll. Darkin
P.T. Warlow
J.R. Williams

Elli Ward

N.J. Pearce

Glanymor Ward

S.L. Rees (Leader of
the Council)
B.A.L. Roberts

Lliedi Ward

A.R. Bragoli
A. Lochrie

Tyisha Ward

T. Davies
A.S.J. McPherson
J.G. Prosser

APOLOGIES: Councillor A.A. Carter, S.A. Curry, S. Evans (Deputy Town Mayor), L. Fenris, S. Greaney, G.R. Lloyd, R. James, A.C. Williams and S. Williams

114. MAYORAL ANNOUNCEMENT

The Town Mayor (Councillor J.E Jones J.P.) noted the Town Council's congratulations and great joy at the news that the Town Council Administration and Finance Officer had given birth to a baby girl on the 31st March 2026. The Town Clerk noted that both mother and baby were doing well.

115. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

116. PUBLIC PARTICIPATION

The Town Mayor (Councillor J.E. Jones J.P.) noted there were no members of the public in attendance at this meeting.

117. 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	14 th January 2026	243 – 245
Llanelli House Committee	9 th February 2026	246
Llanelli Town Council Ordinary Meeting	4 th March 2026	247 - 259
Planning, Licensing and Consultation Committee	9 th March 2026	260 - 264
Building and Finance Committee	9 th March 2026	265 – 270

118. COMMUNITY DEVELOPMENT AND ACTIVITY

(1) Community Activities

- **Healing the Divide –**
St Davids Day Celebration- St David's Day at Ty Gwyn Church was a well-attended and vibrant celebration, bringing the community together in a warm and welcoming atmosphere. Guests enjoyed making traditional Welsh cakes and hearty cawl, which added an authentic and comforting touch to the event. The festivities also included a lively Welsh quiz, encouraging participation and celebrating Welsh culture and heritage. The event was delivered in partnership with local community organisations and formed part of a wider programme of activities being organised by the Healing the Divide group, highlighting a shared commitment to strengthening community connections and fostering unity.
- **Safeguarding Training** - Following the SYAO's successful completion of the FAW Level 2 Safeguarding qualification, all local football clubs had been offered the opportunity to review and update their safeguarding policies. This support aimed to ensure that clubs remained fully compliant with the latest

regulations and best practice guidance, while strengthening safeguarding procedures and promoting a safe, supportive environment for all players, volunteers and participants involved in grassroots football. Further safeguarding training was being planned for council staff and the incoming mayoral team to strengthen awareness, responsibility, and best practice in protecting vulnerable individuals. The training would build on existing knowledge, ensuring participants were equipped to recognise signs of concern, respond appropriately and follow correct reporting procedures. It also aimed to reinforce a culture of vigilance and accountability across all levels of the organisation.

- **Wales Women v Montenegro** - Through a partnership with the FAW, Llanelli Town Council provided 45 match tickets to pupils of Heol Goffa School, members of local refugee communities, and children who regularly attended community sports sessions to watch Wales Women v Montenegro at Parc Y Scarlets. This initiative aimed to promote International Women's Day, provide positive experiences through sport, and ensure that young people from a range of backgrounds had the opportunity to attend and enjoy female sport.
- **Democratic Community Activity** - Officers of Llanelli Town Council had engaged with several community groups, including Llanelli Multicultural Network, Hearts & Crafts and People Speak Up in relation to the changes to the electoral process for the forthcoming Senedd election. These discussions had focused on raising awareness, promoting understanding of the updated arrangements, and ensuring that accurate information is shared widely across diverse communities in Llanelli.
- **Ysgol Heol Goffa Football Match** - The Sports, Youth and Activities Officer supported and officiated Heol Goffa's quarter-final fixture in the Welsh Special Schools Cup. The team delivered an outstanding performance, securing an 8-0 victory against a school from the Rhondda, demonstrating excellent skill, teamwork, and determination throughout the match.
- **Easter Half Term Timetable** - A range of activities, including darts, football, bowls and a community walk, would take place during the Easter half-term to provide accessible sporting provision and promote active, healthy lifestyles throughout the holiday period. In addition, preparations were underway for the splashpads at Penyfan and Havelock Parks to open from the Easter holidays

RESOLVED - That the information be noted

(2) Policy and Strategic Meetings

Officers were working with partners; examples are

- Llanelli Multi Cultural Network Drop-in Centre Support
- Project Siloah Team
- Pentre Awel

- Communities For Work C4W
- Llanelli Community Partnership
- Healing the divide
- People Speak Up
- Actif Sir Gar
- Tyisha Community Team
- Menter Cwm Gwendraeth Elli
- Scarlets Community Team
- Primary Schools
- Coleg Sir Gar
- Hearts and Crafts
- Democracy Group Cymru

RESOLVED - That the information be noted, and actions taken be approved.

119. ONE VOICE WALES

The Town Clerk reported receipt of the subscription renewal invoice for the Town Council's membership of One Voice Wales for the 2026-27 Financial Year, minute number 132 of the Town Council Meeting held on the 2nd April 2025 referred (copies of which had been circulated previously to members).

It was noted that One Voice Wales provided tremendous value to the Town Council.

RESOLVED – that the Town Council renew its membership of One Voice Wales for the 2026-27 year at a cost of £5,546.00.

120. 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) Carmarthenshire County Council** – Town and Community Councils Update.
- (2) One Voice Wales** - Manifesto for the Community and Town Council sector in Wales ahead of the May 2026 elections to the Senedd.
- (3) One Voice Wales** – E-bulletin.
- (4) One Voice Wales** – Training events March – June 2026.
- (5) Co-operative Council's Innovation Network** – March Newsletter.
- (6) Parc Howard Association** – Minutes of meeting held on Monday 23rd February 2026

(copies previously circulated or available to members)

The Meeting concluded at 6.06 p.m.

PLANNING, LICENSING AND CONSULTATION COMMITTEE

13th April 2026

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 **PLANNING, LICENSING AND CONSULTATION COMMITTEE** of LLANELLI TOWN COUNCIL was held REMOTELY and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 13th April 2026 at 6.00 p.m.

PRESENT: Councillors M.D. Cranham J.P., S. Evans (Deputy Town Mayor) (Vice-Chair), L. Fenris, J.E. Jones J.P. (Town Mayor), A. Lochrie, A.S.J. McPherson, N.J. Pearce (Chair), J.G. Prosser, S.L. Rees (Leader of the Council), A.C. Williams, and J.R. Williams

APOLOGIES: Councillor D. Ll. Darkin.

51. DECLARATIONS OF INTEREST

No declarations of Interest were made.

52. 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)
PL/10585 Emmanuel Chapel, New Dock Road, Llanelli, SA15 2HH	Change of use from D1, place of worship to D2 Assembly and leisure - community boxing hub	Application noted subject to requesting that the Planning Authority require a robust and comprehensive Traffic Management Plan, thoroughly detailing how parking arrangements and the movement of traffic to and from the location will be managed.

PL/10606 64 Queen Victoria Road, Llanelli, SA15 2TH	Changing existing flat garage roof into pitched roof	No Objections
PL/10700 / PL/10701 Affalon House Care Home, 2 Felinfoel Road, Llanelli, SA15 3JG	Creation of an external access door for maintenance of existing lift equipment together with extending stone wall and railings	No Objections

53. LICENSING ACT 2003 – NOTIFICATION OF APPLICATION FOR PREMISES LICENCE

(1) York Palace, 51 Stepney Street, Llanelli, SA15 3YA

The Town Clerk reported the receipt of a Notification of License Application in respect of York Palace, 51 Stepney Street, Llanelli, SA15 3YA4 (copies having been previously circulated to members).

RESOLVED – that the information be noted, and no objections be offered to the application.

54. 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) **Pentip VA CiW Primary School** – Consultation response report – Reorganisation Proposal. Minute No. 44 (1) of the Committee Meeting held on the 9th February 2026 refers.
- (2) **Carmarthenshire County Council** – Notification in relation to the Dafen Footbridge (Black Bridge) PROW Closure.
- (3) **Carmarthenshire County Council** – Temporary road closure of the C2501 Llanelli on the 13th and 14th April 2026.
- (4) **Carmarthenshire County Council** – Temporary road closure along the C2200, Lôn Y Dderwen, from Wednesday 6th May 2026 for a period for 1 day between 09:00 hours & 16:00 hours.
- (5) **Carmarthenshire County Council** – Temporary road closure along the Llanelli West Level Crossing, located on Glanmor Road, Llanelli on Saturday 16th May 2026 between the hours of 08:00 and 17:00 hours.
(copies having been circulated previously by email)

The Meeting concluded at 6.07p.m.

BUILDING AND FINANCE COMMITTEE

13th April 2026

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, 13th April 2026 at 6.08 p.m.

PRESENT: Councillors, A.R. Bragoli, M.D. Cranham J.P. (Chair), S.A. Curry, T. Davies (Vice-Chair), S. Greaney, S.L. Rees (Leader of the Council), B.A.L. Roberts, P.T. Warlow and S. Williams.

ALSO IN ATTENDANCE: Ex-Officio Member S. Evans (Deputy Town Mayor).

APOLOGIES: A.A. Carter, R. James, and G.R. Lloyd.

101. MEMBERS' DECLARATION OF INTEREST

No Declarations were made.

102. FINANCIAL REPORT

(1) BUDGET REVIEW

RESOLVED – that the Income and Expenditure report for the period 1st April 2025 – 31st March 2026, in the sums of £1,744,260 and £1,685,168 respectively, be approved.

(2) ACCOUNTS FOR PAYMENT

RESOLVED - that the payment schedule showing Direct Debit Nos. 293 – 329 (inclusive) in the sum of £12,378.64, BACS Nos 319 - 344 in the sum of £24,373.19 and Electronic Payments Nos 545 - 592 in the sum of £182,980.43 respectively, be approved.

103. COMMUNITY CENTRES

(1) HIRINGS

Consideration was given to the summary schedule of hirings of all community centres during the month of March 2026 (copies having been previously circulated to members).

RESOLVED – that the information be noted.

104. PUBLIC FOOTPATHS

Further to Minute No. 76 of the Committee meeting held on 12th January 2026, consideration was given to the Footpath inspection reports for the end of March 2026.

RESOLVED – that the reports be noted and forwarded to the Public Rights of Way Department at Carmarthenshire County Council for their attention.

105. PARKS, PLAYING FIELDS AND COMMUNITY CENTRES

Further to Minute No. 100 of the Committee meeting held on the 9th March 2026, consideration was given to the Town Clerk's report which provided an update on developments with the Town Council Parks, Playing Fields, Community Centres and other properties.

1. Crown Park

a) Water Leakage

Completion of works to alleviate the leak were anticipated to be carried out week commencing 13th April 2026.

b) Cricket Wicket

Completion of works to relocate the cricket wicket were scheduled for the 1st – 2nd May 2026.

2. Penygaer Playing Field Changing Rooms and Community Centre

a) Roof Works

Works to the roof at Penygaer were complete. The kitchen and changing places toilet kitchen ceiling would be painted to complete the necessary works at site.

3. Paddock Street Community Centre

a) Roof Works

Works to the roof at Paddock Street Community Centre were due to be completed soon.

4. Splash Pads at Havelock and Penyfan Parks

The splash pads at Havelock and Penyfan Parks were opened in readiness for the Easter Bank Holiday weekend.

5. Penyfan Playing Fields

a) Cruyff Court

The application of sand to the playing surface was completed on the 19th March 2026.

6. Roller Shutter Maintenance

The Annual Maintenance of the Roller Shutters at Town Council Facilities was completed in February with the following recommendations received:

Lakefield Community Centre

Serviced with 1x issue identified:

- 1 shutter requires housing cover to be re-fixed to wall – Cost £60.00 + VAT

Stebonheath Park

Serviced with 1 issue identified:

- 1x shutter requires safety brake to be installed – Cost £450.00 + VAT

Penygaer Changing Rooms and Community Centre

Serviced with 2x issues identified:

- 1 shutter requires 6x replacement slats – Cost £150.00 + VAT
- 1 shutter requires replacement lid/cover – Cost £250.00 + VAT

RESOLVED – that the report is noted and

- the actions taken and proposed be approved.

The Meeting concluded at 6.13pm

ESTABLISHMENT COMMITTEE

13th April 2026

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 Meeting of the **ESTABLISHMENT COMMITTEE** of LLANELLI TOWN COUNCIL was held **REMOTELY** and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 13th April 2026 at 6.16 p.m.

PRESENT: Councillors S.L Rees (Leader of the Council - Chair), M.D. Cranham J.P., T. Davies, S. Evans (Deputy Town Mayor), L. Fenris, B.A.L. Roberts and S. Williams.

APOLOGY: Councillor A.A. Carter, D.Ll. Darkin and A.S.J. McPherson.

10. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

11. 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.

12. TOWN COUNCIL STAFFING ARRANGEMENTS

Further to Minute No. 8 of the Establishment Committee meeting held on the 16th February 2026, consideration was given to the Town Clerk's report providing an update on the Town Council Staffing arrangements

1. Administrative and Finance Officer Maternity and Cover Arrangements

The Administrative and Finance Officer gave birth to a little girl on Tuesday 31st March 2026. Mother and baby were doing well. The Committee noted its congratulations on this happy news.

A temporary junior admin staff member on scale range LC1 (scale points 7-12) to cover reception and general administrative duties to support the Administrative Officer in the Town Council General Office was advertised for appointment in February with a shortlisting and interview process undertaken by the Town Council Leader and Principal Officer.

KD was appointed and commenced duties with the Town Council on the 2nd April 2026. KD would support the Town Council during the Administrative and Finance Officer's Maternity Leave period.

2. Town Council Park Keeping and Grounds Maintenance Team

A further review of the work of the Town Council Park Keeping and Grounds Maintenance Team had been undertaken with the Town Council Head Groundsman now back to full fitness with the completion of their graduated return period.

Work roles had been discussed with each member of the team along with working hours moving forward through the Summer period.

3. Safeguarding and DBS checks

Updated DBS checks had been obtained as necessary for relevant staff members. In addition refresher Safeguarding training had also been undertaken by relevant staff.

RESOLVED – That the Committee note the report and approve the actions undertaken and proposed.

The Meeting concluded at 6.19 p.m.