

BUILDING AND FINANCE COMMITTEE

21st June 2021

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, 21st June 2021 at 6.29 p.m.

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

EX-OFFICIO MEMBER: Councillor S.L. Rees (Deputy Town Mayor).

APOLOGIES: Councillors S.A. Curry and J. Williams.

11. FINANCIAL REPORTS

(1) BUDGET REVIEW

Consideration was given to the Budget Review report of the Town Clerk (copies having been previously circulated to members).

RESOLVED – that the information be noted and approved.

(2) INCOME AND EXPENDITURE

RESOLVED – that the Income and Expenditure report for the period 1st April – 31st May 2021, in the sums of £349,139 and £187,065 respectively, be approved.

(3) ACCOUNTS FOR PAYMENT

RESOLVED – that the payment schedule showing cheque payments £0, Direct Debit Nos. 024 - 041 (inclusive) in the sum of £21,422.28, BACS Nos. 016 – 055 in the sum of £35,859.85 and Electronic Payments Nos. 030 – 062 in the sum of £89,801.89 respectively, be approved.

12. COMMUNITY CENTRES

HIRINGS

Consideration was given to the summary schedule of hirings of all community centres during the month of May 2021 (copies having been previously circulated to members).

RESOLVED – that the information be noted.

13. FOOTWAY LIGHTING IMPROVEMENT SCHEME

Further to Minute No. 47 of the Committee meeting held on 11th November 2020, members considered a report prepared by the Deputy Town Clerk informing members of the £195,000 funding allocated by the Dyfed Powys Police Safer Street Fund to alleviate inquisitive crime in areas of Glanymor and Tyisha Wards (copies having been previously circulated to members).

The Town Council was a partner in the delivery of part of this project which involved clearance works of the surrounding growth around Morfa Park and additional litter picking / clearance of agreed footpaths in the area.

Included within this sum was an allocation of £15,000 for public lighting improvements, however, the County Council were unable to progress any projects within the timescale of the project of 31st March 2021 and had approved an extension to 30th June 2021.

Any lighting works would have to be made in areas approved under the scheme with any new installations being added to the Town Council's annual maintenance / energy charge agreement.

With the need to complete the scheme by this date, draft plans for possible improvements at Morfa Park and Havelock Park were authorised by the Leader, Deputy Leader and Ward members. The overall cost amounting to £17,200 and therefore requiring a contribution of £2,200 from the Town Council.

Both Havelock Park and Morfa Park have again in recent times been the victim of anti-social behaviour, with a fire set recently in the Morfa Swing area and it is hoped that these lights will be a deterrent in relation to such activity.

RESOLVED – that the information be noted, and the actions taken be endorsed and approved together with a £2,200 contribution towards the scheme.

14. PLAY AREA INSPECTIONS

Further to Minute No. 15 of the Committee meeting held on 18th May 2020, members considered a report prepared by the Deputy Town Clerk (copies having been previously circulated to members).

The report provided a summary of the Annual Play Area Inspection Reports for Town Council parks, these were carried out by the Play Inspection Company under a contract with Carmarthenshire County Council during April and May 2021.

Clos yr Ysgol Park

No items raised above a low risk.

Crown Park

No items raised above a low risk.

Havelock Park

No items raised above a low risk.

Nightingale Court Park

No items raised above a low risk.

Peoples' Park

Moderate risk items noted as:

- Perforated steel on skate park equipment – an inspection had been arranged with metal work contractors who will arrange repair, the Town Council is also actively seeking funding to replace the park. The cost of repairs by West Wales Metal Masters was confirmed as £800.00.
- Perforated steel on MUGA surrounds – an inspection had been arranged with metal work contractors who will arrange repair. The cost of repairs by West Wales Metal Masters was confirmed as £3,675.00.
- Rotted timbers on sand play area edging – repairs are being arranged via the Town Council Grounds Maintenance Partnership with Llanelli Rural Council.

Morfa Park

No items raised above a low risk.

Penyfan Park

Moderate risk items noted as:

- Perforated steel on bench adjacent the splash pad – The bench had been removed prior to the splash pad being brought into operation.
- Perforated steel on play area bin – The bin is to be replaced.
- Rotted and damaged timbers on MUGA rebound walls – The Council is in advanced discussions on a possible replacement project.

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

15. PENYFAN FACILITIES

Further to Minute No. 6 of the Committee meeting held on 17th May 2021, members considered a report prepared by the Deputy Town Clerk providing an update on progress with this proposed Project (copies having been previously circulated to members).

Community Centre / Changing Rooms

Officers have commenced work on the first stage application to the National Lottery People and Places Large Grants Scheme which will be provided to the National Lottery for evaluation by the end of August 2021.

Multi Use Games Area

The Town Council has been made aware that the application made to the Cruyff Foundation has been successful and £75,000 of funding has been approved. The scheme requires the installation of what the foundation describes as a ‘Cruyff Court’ which will be the first of its kind in Wales.

A co-operation agreement and social covenant will need to be agreed with Cruyff Sport which will detail the activities that will be available on the Court and the organisations that would utilise the facility. There will be a requirement to have a set number of hours per week made available to partner organisations such as local sporting clubs, schools and County Council services amongst others and discussions will be held with these partners to develop a package of activities at the proposed Court.

Contact will be made with possible suppliers of the Court to obtain competitive tenders for the creation of the facility with the received tenders being brought before the Committee at a future meeting for consideration. Further partnership support will be sought as the cost of a Court is likely to be more than the grant award, however, a contribution may still be required from the Town Council.

Penyfan Community Facilities Working Group

The Working Group, having been created at the request of the funding bodies, has now completed the very successful Community Consultations, and will now look to the development of the facilities with further submissions of grant applications to funders. The Working Group will now require member representation to lead the Working Group in the development of the draft building plans for final grant funding applications.

RESOLVED – that the Committee notes the report and approves:

- (1) The seeking of tenders for the creation of a Cruyff Court;
- (2) Nominates Councillors M.D. Cranham J.P. (Town Mayor) and J.S. Edmunds to attend future meetings of the Penyfan Community Facilities Working Group.

16. LEGIONELLA RISK ASSESSMENTS

Further to Minute No. 75 of the Committee meeting held on 17th December 2018, members considered a report prepared by the Deputy Town Clerk for works relating to the management of water systems at all Town Council facilities following receipt of the bi-annual legionella risk assessments from the Town Council contractor Acorn Chemicals (copies having been previously circulated to members).

RESOLVED – that the Committee notes the report and approves the actions taken.

17. BIODIVERSITY AND ENVIRONMENTAL DEVELOPMENT ACTION PLAN

CROWN PARK ENVIRONMENTAL PROJECT

Further to Minute No. 7 of the Committee meeting held on 17th May 2021, members considered a report prepared by the Deputy Town Clerk providing an update on the above Environmental Project.

The planting project was completed by Wrenvale Nurseries and Landscapes with the price as per tender of £18,000.

The Interpretation panel is to be completed by Ingleby Davies Design with the cost anticipated to be around £1,300 with a copy of the draft panel attached for members' approval.

The two benches approved for purchase by the Committee at its last meeting have arrived and are to be installed at the park. Following discussions with the Heritage Lottery it has been agreed that they can be funded via the project underspend meaning that the total of £20,000 allocation will be utilised.

RESOLVED – that the report be noted and that the Interpretation Panel be approved.

18. APPLICATIONS FOR FINANCIAL ASSISTANCE

(1) APPLICATIONS

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

RESOLVED as follows: -

- (a) Crown Park Association – that a grant of £300 be made;
- (b) Seaside A.F.C. – that a grant of £800 be made;
- (c) Llanelli Art Society– that a grant of £300 be made;
- (d) Stradey Ladies Bowls Club– that a grant of £500 be made;
- (e) Calsonic Wanderers Bowls Club– that a grant of £500 be made.

(2) LETTERS OF THANKS

RESOLVED – that the letters of thanks received from People Speak Up and Parc Howard Association be noted with pleasure.

19. 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.

20. COUNCIL BUILDINGS – REPAIRS AND MAINTENANCE: ANNUAL APPRAISAL OF APPROVED LIST CONTRACTORS

Councillor D.Ll. Darkin declared a personal interest in this item as an owner of an Architect business he had a working relationship with each contractor and as he considered this to be a prejudicial interest, he withdrew from the meeting prior to the discussion and voting thereon.

Further to Minute No. 10 of the Committee meeting held on 29th June 2020, members considered the Consultant Architect's report regarding his annual appraisal of the Town Council's Approved Contractors List following the council's work programme during the preceding twelve months (copies having been previously circulated to members).

Members considered a summary of the works undertaken by the relevant contractors and the total value of each contract. Contracts were appraised under three main headings, namely the percentage of works completed on time, the average standard of workmanship and the response time in each case. The details for 2020/2021 together with the relevant details for the previous year by way of comparison were as follows:-

	2020/2021	2019/2020
Total number of projects	6	8
Total value of projects undertaken	£75,659.39	£179,657.08
Percentage of works completed on time	40%	75%
Average standard of workmanship	Very Good	Very Good
Response time:		
(1) Very good	40%	38%
(2) Good	20%	37%
(3) Acceptable	0%	0%
(4) Poor	40%	25%

RESOLVED – that the appraisal report be noted and accepted, and that the Council's Approved List includes the following contractors for the forthcoming year:

- (1) TAD Builders Limited;
- (2) M. Hiorns Contractors Limited;
- (3) Lewis Construction Ltd.;
- (4) M. Taffetsauffer Building & Civil Engineers;
- (5) Vaughan Construction.

FURTHER RESOLVED – that expressions of interest be sought for future contracts from contractors outside of the council's areas in addition to the aforementioned list.

The Meeting concluded at 7.00 p.m.