

## **BUILDING AND FINANCE COMMITTEE**

11<sup>th</sup> November 2024

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, 11<sup>th</sup> November 2024 at 6.45 p.m.

**PRESENT:** Councillors A.R. Bragoli, M.D. Cranham J.P, D. Ll. Darkin (Leader of the Council), S. Greaney, G. Lloyd, A.S.J. McPherson (Chair), J.G. Prosser (Town Mayor) (Substitute for Councillor S.A. Curry), B.A.L Roberts, and P.T. Warlow.

**APOLOGIES:** Councillors A.A. Carter, S.A. Curry, J.R. Elliott and R. James.

### **50. MEMBERS' DECLARATION OF INTEREST**

Declarations of interest were made on items 51 (2) below.

### **51. FINANCIAL REPORT**

#### **(1) BUDGET REVIEW**

**RESOLVED** – that the Income and Expenditure report for the period 1<sup>st</sup> April 2024 – 31<sup>st</sup> October 2024, in the sums of £1,280,112 and £829,611 respectively, be approved.

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

Councillor D. Ll. Darkin (Leader of the Council) declared a personal interest in relation to this item as there was a payment made to a family member included in the schedule of accounts for payment, as he considered this to be a prejudicial interest, Councillor Darkin withdrew from the meeting prior to the discussion and voting thereon.

**RESOLVED** - that the payment schedule showing Direct Debit Nos. 241 – 278 (inclusive) in the sum of £28,894.91, BACS Nos 210 - 236 in the sum of £24,031.11 and Electronic Payments Nos 321 - 376 in the sum of £70,213.92 respectively, be approved.

### **52. COMMUNITY CENTRES**

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

Consideration was given to the summary schedule of hirings of all community centres during the month of October 2024 (copies having been previously circulated to members).

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

### **53. PARKS, PLAYING FIELDS AND COMMUNITY CENTRES**

Further to minute 47 of the Committee meeting held on the 7<sup>th</sup> October 2024, consideration was given to the Town Clerk's report on developments with the Town Council Parks, Playing Fields and Community Centres.

#### **(1) SPF Funded Project – Active Play and Sensory Play**

Work was noted to be delayed on the installation of the Active Play equipment at Penyfan Park, Crown Park and Penygaer Playing Fields until the 18<sup>th</sup> November 2024. The Sensory Play equipment at Penygaer Playing Fields has however been installed.

#### **(2) Minor Work Repairs to Town Council buildings**

Works were noted to have commenced on the approved minor works contracts at Glenalla Community Centre and Peoples Park Changing rooms. Works were ongoing at Llanerch Community Centre. A start date at Wesleyan Community Centre was awaited. Minute number 49 of the Committee meeting held on the 7<sup>th</sup> October 2024 refers.

#### **(3) Coronation Road Allotments**

Following incidents of thefts and vandalism to allotment sheds at Coronation Road, consideration was being given to the erection of a higher fence at its boundary with Y Bwthyn. The fence would be installed by the joint Llanelli Town Council / Llanelli Rural Council Grounds Team. A further report on the cost of material would be provided to the Committee.

**RESOLVED** – that the report is noted and the actions taken and proposed be approved;

### **54. PADDLING POOL AND SPLASH PAD PROVISION 2024**

Further to Minute No. 45 of the Town Council meeting held on 31<sup>st</sup> July 2024, consideration was given to the Town Clerk's report that provided an update on the Paddling Pool and Splash Pad facility provision during the 2024 Summer period.

#### **(1) Splash Pads**

Splash Pads at Havelock and Penyfan Parks were noted to have opened in readiness for the Easter Holidays in late March with the automatic timer providing the service from 9am - 7pm. Problems had been experienced throughout the season this year with the contractor being required to attend on occasions along with regular actions by the

Town Council Park Keepers to continue the provision. These issues would be looked at closely for the 2025 season.

The cost of the contract to activate and close down the splash pads along with call out, parts and repairs for the year was noted as £7,380.

The Splash Pads were noted to have remained open until the 24<sup>th</sup> September 2024.

## **(2) Paddling Pools**

Paddling Pools at Crown Park and Peoples' Park were noted to have opened on 22<sup>nd</sup> July in conjunction with the start of the Summer Holiday period, with Parc Howard following on the 11<sup>th</sup> August (the delay caused by delays with resurfacing works by Carmarthenshire County Council). The pools were staffed by temporary contract staff employed directly, for the first time, by the Town Council.

Each pool had an attendant working an 8am – 6pm shift pattern with a cover attendant providing for lunch breaks. The filling of the paddling pools was noted to take around 2-3 hours with emptying taking between 1 hour and 1.5 hours depending on the pool.

<b>Paddling Pool</b>	<b>Days of Operation</b>	<b>Estimates Users</b>	<b>Cost of operation (staff)</b>
Crown Park	29	1,500	£3,842
Parc Howard	15	1,000	£1,581
Peoples' Park	27	1,200	£3,351

## **(3) Health and Safety**

User safety had been closely monitored during the period. Some slips, falls and small cuts were noted at each pool during the period, however, no serious incidents had been reported to the Council by users or Attendants.

Additional effort were put in place to monitor use of Peoples' Park following the issues experienced in previous years. Fewer instances of glass were experienced at Peoples' Park again this year.

Extensive arrangements involving Town Council Officers and Park Keepers had been put in place on a daily basis to support the Attendants and approve activation of each of the pools on a 7 day a week basis.

Both splash pads were inspected early every morning by Town Council Park Keepers with glass and litter noted on several occasions which was cleared prior to the sites being activated.

During 2024, provision of portable toilets was again provided at Crown Park and Peoples' Park. Some issues were experienced with the provision, however no severe problems were noted.

#### **(4) Conclusions**

The paddling pools and splash pads remained very popular attractions in Llanelli during sunny days. The changeable weather experienced during the period did however lead to very low user numbers on a number of occasions.

From an environmental point of view the water usage with daily filling and emptying was very large with Crown Park using around 1073m<sup>3</sup> (£4,137.76) of water and Peoples Park 1015m<sup>3</sup> (£4,031.51) during the period. This was also the case at the splash pads with Havelock using 1,509 m<sup>3</sup> and Penyfan 3,287 m<sup>3</sup>.

It remained the view of Officers that the extensive arrangements put in place to ensure as far as practical that no glass or other sharp objects find their way into the pools were necessary to enable the successful provision of the facilities in 2024. This was noted though to present a resource implication to the Council during what was also a holiday period for the Office Team.

Thanks were noted to all the Town Council Staff who as always had made additional efforts during the summer period with these facilities.

For 2024 limited painting works were noted to have been undertaken to Peoples Park pool surface (£361.50) with a full repaint carried out at Crown Park pool (£4,818), it was felt to be likely that more extensive repairs would be required in 2025 (including to surrounding slabs). The continuing difficulties with arranging necessary works at Parc Howard was noted to cause further concern as the opening of the pool had been delayed over the previous 2 seasons due to issues with obtaining County Council approval for works to be carried out. It was hoped that an early meeting could this year take place to consider the works required for this pool in readiness for 2025.

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

### **55. CHRISTMAS ACTIVITIES AND SUPPORT**

#### **(1) Toy Box Appeal 2024**

Consideration was given to the Principal Officer's report that provided confirmation that following a review in 2023, the Carmarthenshire Toy Box Appeal for 2024 was to go ahead. Increased numbers needing support had been noted. In previous years the Town Council had authorised £1,000 of toys and other products to be purchased for donating to the scheme. The appeal by Carmarthenshire County Council had been launched for 2024, for families needing support.

## **(2) Mayoral Visits and support**

Mayoral visits to the three feeding stations in Llanelli were planned for early December. The evenings would be sponsored by the Town Council with a £300 donation. Town Mayor, Cllr Prosser would present the donations during each visit to these services that provide much needed support for the Community.

## **(3) Hospital Visit**

A Mayoral visit with the Llanelli Rural Council Chair to Prince Philip Hospital was being planned for early December.

**RESOLVED** – that the information be noted and the Committee authorise £1,000 of toys and products to be purchased for the Carmarthenshire Toy Box Appeal along with £300 donations to the three feeding stations.

## **56. APPLICATIONS FOR FINANCIAL ASSISTANCE**

### **(1) GRANT APPLICATIONS**

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

- (a) St Paul's Family Centre - a grant of £500 be made.
- (b) Bwlch Rangers AFC - a grant of £500 be made.
- (c) Llanelli Schoolboys Under 15/16 - a grant of £500 be made.
- (d) Seaside Community Association - a grant of £500 be made.

### **(2) LETTERS OF THANKS**

**RESOLVED** – that the letter of thanks received from CASM be noted with pleasure.

## **57. 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 Government** – Appropriate Sum Under Section 137 (4) (a) of the Local Government Act 1972 for the 2025-26 Financial Year.

## **58. 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.

## **59. PENYGAER MODULAR BUILDING CHANGING ROOMS**

Further to Minute No. 90 of the Committee Meeting on 19<sup>th</sup> February 2024, consideration was given to the Town Clerk's report that provided an update on repair works required to the Modular Changing Rooms facility at Penygaer Playing Fields.

### **(1) Building Locks**

The building was noted to have been transferred to the Town Council by the County Council via Asset Transfer with a standard lock facility in place. Over time the locks had become problematic and it became necessary to change these in order for the locks to sit under the suited key system used at almost all Town Council properties. The cost of these recently completed works via Locktech was noted as £1,162.66.

### **(2) Building Roof Trough Guttering**

The building metal roof trough guttering had begun to fail with holes opening in places and the units becoming loose. This had led to the need to remove stretches of troughing from the building.

The Town Council Consultant Architect undertook a tender exercise to replace the troughing with black UPVC alternative. The Tender report was provided to members with tenders provided as follows:

- Martin Taffetsauffer    £2,596.77
- Lewis Construction    £2,810.00
- Elijah Homes Ltd       £4,589.00
- Vaughan Construction   £5,058.97

All plus VAT

### **(3) Building Changing rooms showers**

The bi-annual risk assessment of the hot water facilities at site had raised concerns relating to the lack of individual Thermostatic Mixing Valves (TMV's) for each shower in the building. Quotations had therefore been sought for

- Removal of existing TMVs (1 unit for 4 showers);
- Supply and installation of 16 TMVs (1 unit per shower);
- Pipe work alterations;
- Supply of 2, 25 litre expansion vessels to replace aged current units

Quotations have been received as follows:

- RT Davies and Sons            £3,700.00
- Darren Daniel Mechanical    £3,230.00

- Lorne Stewart £9,330.50

Following consideration of the report it was

**RESOLVED** - That the Committee notes the report, approves the actions of Officers and

- Approves the lowest tender for the works to the building roof trough guttering.
- Due to the quality of works previously provided and their work as the Town Council Plumbing Maintenance Contractor approves the works to the showers in the changing rooms by RT Davies and Sons.

The Meeting concluded at 6.55 pm