

Cyngor Tref Llanelli - Llanelli Town Council

Yr Hen Ficerdy,
Sgwâr Neuadd y Dref,
LLANELLI,
Sir Gaerfyrddin,
SA15 3DD.



The Old Vicarage,
Town Hall Square,
LLANELLI,
Carmarthenshire,
SA15 3DD.

Arfon Davies, Clerc y Dref/Town Clerk

Ffôn/Tel: (01554) 774352
Ffacs/Fax: (01554) 770376

Ebost/Email: enquiries@llanellitowncouncil.gov.uk
Gwefan/Website: www.llanellitowncouncil.gov.uk

Eich Cyf:

Fy Nghyf

Dyddiad

Your Ref:

My Ref: TC/BF.80/ALB

Date: 13.03.24

TO: MEMBERS OF THE BUILDING AND FINANCE COMMITTEE

Dear Councillor,

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 you are hereby summoned to attend the meeting of the BUILDING AND FINANCE COMMITTEE of LLANELLI TOWN COUNCIL to be held **REMOTELY** and at **THE OLD VICARAGE, TOWN HALL SQUARE, LLANELLI** on **MONDAY 18TH MARCH 2024** **IMMEDIATELY FOLLOWING THE PLANNING, LICENSING AND CONSULTATION COMMITTEE MEETING THAT COMMENCES AT 6.00 P.M.**

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Arfon Davies'.

Town Clerk

AGENDA

1. **To receive apologies for absence**
2. **To receive Members' declarations of interest**

Pro-forma to be circulated and completed as appropriate.

3. **Financial Report**

(1) Budget Review

To consider the Town Clerk's Budget Review report, including the Income and Expenditure report for the period 1st April 2023 – 29th February 2024 (copy herewith).

(2) Accounts for Payment

To approve the Accounts for Payment (copy herewith).

4. **Community Centres**

(1) Hirings

To receive the summary of hirings for the month of February 2024 (copy herewith).

(2) Llanerch Community Centre

To receive the Administration and Finance Officer's report (copy herewith).

5. Applications for Financial Assistance

(1) Grants and Sponsorship

To consider applications received from the following:

- (a) Rotary Llanelli
- (b) Llanelli Art Society
- (c) Llanelli Community Partnership
- (d) Llanelli and District Civic Society
- (e) Hall Street Church
- (f) Butterfly HQ
- (g) Friends of Coedcae
- (h) St John Ambulance

(2) Letters of Thanks

To receive a letter of thanks from the Llanelli and District Twinning Association and Radio BGM.

6. Matters for Information

- (1) Havelock Park** – Notes of meeting held with Havelock Bowls Club on 28th February 2024; Minute No. 105 of the committee meeting held on 6th March 2023 refers.
- (2) Peoples' Park** - Notes of meeting held with Parc y Dre Bowls Club on 28th February 2024, Minute No. 105 of the committee meeting held on 6th March 2023 refers.
- (3) Peoples' Park** – Notes of meeting held with Wanderers RFC on 4th March 2024, Minute No. 29 of the committee meeting held on 11th September 2023 refers.

(copy herewith).

NOTE: THE REPORTS RELATING TO THE FOLLOWING ITEMS CONTAIN CONFIDENTIAL DETAILS. IF THE COUNCIL RESOLVES PURSUANT TO SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 TO CONSIDER THE ITEM IN PRIVATE, THE PUBLIC WILL BE EXCLUDED FROM THE MEETING DURING THEIR CONSIDERATION OF THEM.

7. Maintenance Work Tenders

To consider the tender reports received as follows:

- (1) Electrical Maintenance** - Minute No. 74 of the Committee Meeting held on 15th February 2021 refers.

8. Penyfan Community Facility

To consider the Town Clerk's report. Minute No. 93 of the Building and Finance Committee meeting held on the 19th February 2024 refers. (copy to follow).

MEMBERS:- Councillors A.S.J. McPherson (Chair) A.R. Bragoli, A.A. Carter, M.D. Cranham J.P., S.A. Curry, D.Ll. Darkin (Leader of the Council), J.R. Elliott, S. Greaney, R. James (Vice-Chair), G.R. Lloyd, B.A.L. Roberts, P.T. Warlow (Deputy Town Mayor).

EX-OFFICIO MEMBER: Councillor. N.J. Pearce (Town Mayor).

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Eich Cyf:
Your Ref:

Fy Nghyf
My Ref: TC/BF.80/ALB

Dyddiad
Date: 13.03.24

AT: AELODAU'R PWYLLGOR ADEILADU A CHYLLID

Annwyl Gynghorydd,

Yn unol â darpariaethau Atodlen 12 Deddf Llywodraeth Leol 1972 a Adran 47 o Ddeddf Llywodraeth Leol ac Etholiadau (Cymru) 2021, fe'ch gelwir chi drwy hyn i gyfarfod PWYLLGOR ADEILADU A CHYLLID CYNGOR TREF LLANELLI sydd i'w gynnal **O BELL** ac yn **YR HEN FICERDY, SGWÂR NEUADD Y DREF, LLANELLI, DDYDD LLUN, 18^{fed} MAWRTH 2024 YN DILYN CYFARFOD PWYLLGOR CYNLLUNIO, TRWYDDEDU AC YMGYNGHORI SY'N DECHRAU AM 6.00 Y.H.**

Yn gywir,

Clerc y Dref

AGENDA

1. I dderbyn ymddiheuriadau am absenoldeb

2. I dderbyn datganiadau buddiant yr aelodau

Pro-forma i'w gylchredeg a'i gwblhau fel sy'n briodol.

3. Adroddiad Ariannol

(1) Adolygiad o'r Gyllideb

I ystyried adroddiad Adolygiad Cyllideb Clerc y Dref, gan gynnwys yr adroddiad Incwm a Gwariant am y cyfnod 1^{af} Ebrill 2023 - 29^{ain} Chwefror 2024 (copi'n amgaeedig).

(2) Cyfrifon ar gyfer Taliad

I gymeradwyo'r Cyfrifon ar gyfer Taliad (copi'n amgaeedig).

4. Canolfannau Cymunedol

(1) Huriannau'r

I dderbyn y crynodeb llogi ar gyfer mis Chwefror 2024 (copi'n amgaeedig).

(2) Canolfan Cymunedol Llanerch

I derbyn adroddiad y Swyddog Gweinyddol a Chyllid (copi'n amgaeedig).

5. Ceisiadau am Cymorth Ariannol

(1) Grantiau a Nawdd

I ystyried ceisiadau a dderbyniwyd gan y canlynol:

- (a) Rotari Llanelli
- (b) Cymdeithas Gelf Llanelli
- (c) Partneriaeth Gymunedol Llanelli
- (d) Cymdeithas Ddinesig Llanelli a'r Cylch
- (e) Eglwys Hall Street
- (f) Pencadlys pili pala
- (g) Cyfeillion Coedcae
- (h) Ambiwylans Sant Ioan

(2) Llythyron o ddiolch

I dderbyn llythyr o ddiolch oddi wrth Gymdeithas Gefeillio Llanelli a'r Cylch a Radio BGM.

6. Materion er Gwybodaeth

- (1) **Parc Havelock** – Nodiadau'r cyfarfod a gynhaliwyd gyda Clwb Bowlio Havelock ar 28^{ain} Chwefror 2024, gweler Cofnod Rhif 105 o gyfarfod y pwyllgor a gynhaliwyd ar 6^{ed} Mawrth 2023.
- (2) **Parc y Bobl** - Nodiadau'r cyfarfod a gynhaliwyd gyda Clwb Bowlio Parc y Dre ar 28^{ain} Chwefror 2024, gweler Cofnod Rhif 105 o gyfarfod y pwyllgor a gynhaliwyd ar 6^{ed} Mawrth 2023.
- (3) **Parc y Bobl** – Nodiadau cyfarfod a gynhaliwyd gyda Clwb Rygbi Wanderers, ar 4^{ydd} Mawrth 2024, gweler Cofnod Rhif 29 o gyfarfod y pwyllgor a gynhaliwyd ar 11^{fed} Medi 2023.

(copiau'n amgaeedig).

SYLWCH: MAE'R ADRODDIADAU SY'N YMWNEUD Â'R EITEMAU CANLYNOL YN CYNNWYS MANYLION CYFRINACHOL. OS YW'R CYNGOR YN PENDERFYNU YN UNOL I ADRAN 1(2) O DDEDDF CYRFF CYHOEDDUS (DERBYN CYFARFODYDD) 1960 I YSTYRIED YR EITEM YN BREIFAT, BYDD Y CYHOEDD YN CAEL EI EITHRIO O'R CYFARFOD YN YSTOD EU HYSTYRIAETH.

7. Tendrau Gwaith Cynnal a Chadw

I ystyried yr adroddiadau tendro a dderbyniwyd fel a ganlyn:

- (1) Cynnal a Chadw Trydannol - Gweler Cofnod Rhif 74 o gyfarfod y Pwyllgor Adeiladu a Chyllid a gynhaliwyd ar 15^{fed} Chwefror 2021.

8. Cyfleuster Cymunedol Pen y fan

I ystyried adroddiad Clerc y Dref. Gweler Cofnod rhif 93 o gyfarfod y Pwyllgor Adeiladu a Chyllid a gynhaliwyd ar 19^{fed} Chwefror 2024. (copi i ddilyn).

AELODAU:- Cynghorwyr A.S.J. McPherson (Cadeirydd) A.R. Bragoli, A.A. Carter, M.D. Cranham Y.H., S.A. Curry, D.Ll. Darkin (Arweinydd y Cyngor), J.R. Elliott, S. Greaney, R. James (Is-Gadeirydd), G.R. Lloyd, B.A.L. Roberts, P.T. Warlow (Dirprwy Maer y Dref).

AELOD EX-OFFICIO: Cyngorydd N.J. Pearce (Faer y Dref).

AGENDA ITEM 4.1

COMMUNITY CENTRE HIRINGS

MONTH: FEBRUARY 2024

FACILITY	BOOKINGS	INCOME (EXCL. VAT)
		£
Glenalla	21	486.93
Lakefield	1 (plus Gym Club)	29.25 (800.00)
Llanerch	49	1266.77
Paddock Street	35	646.25
Penymorfa	Jujitsu Club	500.00
St. Barnabas	20	338.00
Wesleyan	25	221.25

MONTHLY HIRINGS 2023-24

Community Centres Hirings	April	May	June	July	August	September	October	November	December	January	February	March	Year End Total
Glenalla	10	16	14	17	11	27	17	20	9	16	21		178
Lakefield	0	1	2	1	2	2	1	2	0	1	1		13
Llanerch	33	30	44	42	20	45	53	50	31	46	49		443
Paddock Street	32	34	36	51	40	30	33	39	24	32	35		386
Penymorfa	0	0	0	0	0	0	0	0	0	0	0		0
St Barnabas	16	16	18	20	25	21	22	28	18	20	20		224
Wesleyan	15	11	19	17	11	20	24	27	25	23	25		217

AGENDA ITEM 4.2

TO: ALL MEMBERS OF THE BUILDING AND FINANCE COMMITTEE

DATE OF MEETING: 18TH MARCH 2024

LLANERCH COMMUNITY CENTRE –CYLCH MEITHRIN LLANERCH

Further to minute 95 of the Building and Finance Committee held on the 6th February 2023.

Following heating and hot water boiler failures at Llanerch Community Centre during January and February 2024, a request was received from Cylch Meithrin Llanerch for discounts to their charges for these periods. On both occasions, mobile heaters were provided to the Cylch. The lack of facilities for hot drinks was also raised as a reason for requesting a charge discount.

This request was turned down by Officers, however the Cylch have raised the request again and it is therefore referred to Committee for a decision.

Members will be aware that Llanerch Community Centre is the busiest Llanelli Town Council Community Centre and that Cylch Meithrin Llanerch are currently charged a rate of £10.80 (including VAT) per hour for the use of the main hall. In addition the Cylch have been given free use of the committee room for their storage. The Town Council is therefore unable to hire the committee room out to users, which restricts the Council from having 2 hirings using the hall at the same time.

The provision of the Cylch service is chargeable to parents and this would normally mean charging the commercial rate for their hiring, however the public rate is what is charged. For a hirer who would like use of both rooms and receive income for their hiring the Town Council would normally charge £15.90 (including VAT) per hour.

Llanerch Community Centre	P	(Incl VAT)	S	(Incl VAT)	C	(Incl VAT)
Main Hall	£7.50	£9.00	£9.00	£10.80	£10.75	£12.90
Committee Room	£3.25	£3.90	£4.25	£5.10	£5.50	£6.60
Both Rooms	£8.80	£10.56	£11.00	£13.20	£13.25	£15.90
Group Practice	£9.00	£10.80	£11.00	£13.20	£13.25	£15.90
Cylch Playgroup	£9.00	£10.80	£11.00	£13.20	£13.25	£15.90

Members will also recall that the Town Council have provided extensive support to the Cylch Meithrin with financial support being provided by the Town Council to the Cylch during the 2022-23 Financial Year and following the lifting of COVID Restrictions.

RECOMMENDATION – that the request for a discount not be approved.

I await member's instructions.

Sophia Hutchings
Administrative and Finance Officer

March 2024

AGENDA ITEM 5

GRANT GUIDELINES

- (1) Applications should be accompanied by financial information (latest audited financial accounts and / or bank statement);
- (2) Applications should be accompanied by a clear description of how any award will be utilised;
- (3) Grants are not awarded to individuals;
- (4) Organisations will not normally be awarded more than one grant in any financial year;
- (5) The guideline amount for the following categories will be £300: Other interest groups, Schools and Playgroups, Local support groups, National Bodies – local branch, Fundraising groups, Religious organisations, Armed Forces and Veterans groups;
- (6) Community / Residents / Youth Groups; the guideline amount for organisations in this category will be £300;
 - a. Consideration can however be given of an award of up to £500 where the organisation can provide evidence that it is providing activities which are made available to and benefit the wider Community;
 - b. Consideration can however be given of an award of up to £500 where the organisation can provide evidence that it is providing services or activities which benefit under represented groups;
- (7) The guideline amount for Performing Arts groups will be £500;
- (8) The guideline amount for Sports clubs without an additional section (e.g. Junior Section, Senior Section, Women's Section, LGBT Section) will be £500;
- (9) The guideline amount for Sports clubs with an additional section; (e.g. Junior Section, Senior Section, Women's Section, LGBT Section) will be £800;
- (10) Applications from National Bodies will normally be noted;
- (11) Senior Citizens' groups will normally be granted free use of the Town Council's community halls;
- (12) The guideline amounts will normally be awarded for normal running costs, if an organisation is planning a specific project it is encouraged to provide information, including costs, relating to that project;
- (13) Group affiliated to the same umbrella body can apply for funding if they are based at different locations and have separate bank accounts;
- (14) These guidelines apply to applications for grants and do not apply to sponsorship agreements agreed by the Town Council.



Treasurer
Hywel Bassett
17 Cae Eithin
Llangyfelach
Swansea
SA6 6EZ
Tel Res 01792 700476
Hywel.bassett@btinternet.com

President
Mike Jacklin
3, Twyni Teg
Killay, Swansea
SA2 7NS
Tel 07969 425205
mjacklin907@btinternet.com

Secretary
Alison Evans
8, Cilfig Avenue,
Llanelli
SA15 3HT
Tel 07901 515712
alison.evans.cilfig@gmail.com

24th February 2024

Arfon Davies
Town Clerk
Llanelli Town Council
The Old Vicarage,
Town Hall Square
Llanelli
SA15 3DD

Dear Arfon,

During the recent "What Home Means to Me" event, hosted by Foothold in Llanelli Library, Rotary Llanelli were promoting their Period Poverty project, and their plans for a water and sanitation project in Zimbabwe.

One of our Llanelli Rotarians, Lettie Chimbi, was born in Chivi, in the Masvingo District of Zimbabwe and we are hoping to install a shower and toilet block to support pupils and new mothers in that area. She already has a web site Chomuzangari Women's co-operative where you can see the work she has done in establishing a bore hole for a project funded by the Welsh Government.

On a pre-Christmas visit to Naperville, Chicago, Lettie met with some local Rotarians and they have agreed to support Rotary Llanelli in establishing a needs assessment, planning the project and fundraising, including the application for grant funding from Foundation, Rotary's own charity. We have met their international team, and another Rotarian from Nebraska on Zoom, and they have vast experience of similar projects across the world. It's all very exciting!

We understand that we can apply to the Building and Finance Committee for a grant to help kick-start the fundraising for this project. As noted below, we are a registered charity and part of the larger global Rotary organisation.

We would appreciate any support for this project that can be given by Llanelli Town Council.

Kind Regards

Alison Evans - Secretary

Registered Charity 1183371

Registered with the Fundraising Regulator



President: Partrick Mansel Lewis
Committee Chairperson: David Poulton
Committee Secretary: Paul Barrett

Correspondence Address:
LAS Committee Secretary.
4, Trem y Mynydd.
Burry Port.
SA16 0FZ.

e-mail : membership.llanelliartsociety@gmail.com

**The Town Clerk.
Llanelli Town Council.
The Old Vicarage.
Town Hall Square.
Llanelli.
SA15 3DD**

8th. February 2024.

Dear Sir,

I write on behalf of the Chair and the Committee to seek financial assistance in support of Llanelli Art Society.

For many voluntary organisations and societies within the town the recent years have and continue to pose many challenges to their resilience and engagement with their memberships and the wider community.

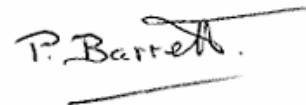
As the Art Society approaches its centenary, a history which we cherish and celebrate, its presence and longevity within the community signifies its importance and role in the cultural life of the town. In seeking ways to fulfil its mission - to practice, promote and appreciate art - the Society has continued to attract new members of diverse age and ability, to promote art through annual public exhibitions - our own plus the Three Towns Exhibition - and to strengthen local links by working collaboratively with Llanelli House, Y Ty Celf and responding to requests from local schools. Through both the exhibitions and a new website, members have shown and sold their art to a record number of people including visitors to the area.

Making the arts part of our collective life can help us better appreciate ourselves as a cultural community. It is also a stimulus to individual creativity and wellbeing, the social aspects of which are so important to people in these uncertain times. Thus as a core activity the Society provides a mix of demonstrations by well-known artists and hands-on workshops for members either at low cost or for free so that everyone who wants to encounter and participate in the arts can do so. The Society is mindful of the need for financial prudence and has taken action to control

costs as against modest increases in fees charged to members whilst seeking to fulfil their wishes and desires.

The Society aims to become more central to the life of the town, to be more visible and importantly to encourage local pride in both individual and collective achievements. As such we hope to continue receiving your valuable support which is appreciated.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'P. Barrett', with a horizontal line drawn underneath it.

LAS Committee Secretary.



Llanelli Community Partnership

For the Community, By the Community

122 Ropewalk Road

Llanelli SA15 2AN

19.02.2024

Ref: Request for Financial Support

Dear Councillors

Formed in 2013, Llanelli Community Partnership is a community led voluntary organisation that brings together the statutory, voluntary, business sectors and community members to bring about community led activities, projects, and events.

Over the few years through an initiative called "Connect" we have worked closely with LTC and local schools to deliver sessions both inside and outside of classrooms on, Bio-diversity, Environmental Issues, Democracy, Active Citizenship and Entrepreneurship and in 2024 we plan to expand the scope of this initiative

In 2023 we created the Llanelli Green Spaces Network, again a community led initiative to improve the green spaces in Llanelli. In a short time this Network has grown to over 30 members and gives volunteers opportunities to get out and enjoy being outdoors and enhancing the natural environment.

Each Christmas we fund and facilitate the distribution of Christmas hampers to vulnerable and people most in need in our community.

Everything we do is guided by needs expressed by our community and we are asking Llanelli Town Council for financial support to carry on this much needed community-based work

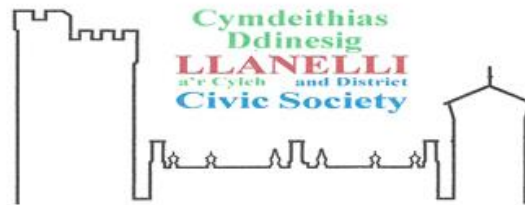
Kind Regards



Paolo

Chair, Llanelli Community Partnership
Paolo Piana +44-(0)7956-592806

llanellicommunitypartnership@outlook.com



Secretary: Frederick Hughes 'Glen Vue' 27 Swiss Valley, Felinfoel, Llanelli,
Carmarthenshire, SA14 8BS Tel: 07949 531750 E-Mail: frederick58hughes@gmail.com
Assistant Secretary: Ken Jones Tel: 07970 930441 E-Mail: kv.jones@btinternet.com

Our Ref: FRGH/Old Llan/grant app

Your Ref:

Date: 14th February, 2024

Mr. Arfon Davies
Town Clerk
Llanelli Town Council
Old Vicarage
Town Hall Square
LLANELLI
SA15 3DD

Dear Mr. Davies

Re: SECOND RE-PUBLICATION OF JOHN INNES' "OLD LLANELLY"

At the recent committee meeting of the Llanelli & District Civic Society it was agreed to undertake a second reprint of John Innes' 1903 local history book "Old Llanelly". Your long-standing town councillors and staff will recall that we previously undertook a first reprint of the book back in 2005 which the Town Council then generously supported. Sales of the books proved very successful with the 500 copies printed selling out within months.

Due to popular demand over the passage of time we have decided to undertake a second reprint with a 250 digital print copy run @ £1,890.00 plus artwork for an amendment to the original foreward to report the death of the writer Mr. John Edwards in 2023 @£45. We are, therefore, writing to enquire whether the Town Council would give us a further grant towards the total of £1,935.00 costs to be incurred with the proposed new publication.

A copy of the estimates received from our preferred printers Clive Davies Design are attached for your attention.

Yours sincerely

Frederick Hughes
Secretary, Llanelli & District Civic Society

Hall Street Church (Methodist & United Reformed)

Church and Community Working Together, Serving Together

Minister:

Rev. Geoffrey Hays,
112 Felinfoel Road,
Llanelli, SA15 3JS
Tel: 01554 780599
Email:

Church Treasurer:

Mrs Anne Samuel,
40 Corporation Ave,
Llanelli, SA15 3NG.
Tel: 01554 772050
Email: samlan40@gmail.com

Mr. A. Davies,
Town Clerk,
Llanelli.

22nd February 2024.

Dear Mr Davies,

We at Hall Street Church run a Warm Hub every Thursday between 10am & 2pm. This is made up of refreshments, a 2 course homemade meal and social interaction. During the school holidays this includes families who may be struggling to feed their children a hot meal every day. This is provided free of charge to all who attend.

I am writing to you as we previously received a Council Grant to help us establish the service pre Covid, and I would like to request the possibility of a further grant to support our ongoing Community Outreach programme.

At present, we rely on donations and church funds to finance this venture, but as you can appreciate, this is not sustainable in the present climate.

Thank you for taking the time to read this letter and consider our request.

I look forward to hearing from you.

Kind regards

Anne Samuel

Anne Samuel

Treasurer,

Hall Street Church.



Llanelli Hall Street Church is a Charity with excepted status under Statutory Instrument 2012 No.1734.

VAT Non-Registered

Superintendent Minister (South West Wales Circuit):

Rev Geoffrey Hays, 112 Felinfoel Rd, Llanelli. SA15 3JS Tel: 01554 780599

26th February 2024

Cyngor Tref Llanelli Town Council

To whom this may concern,

We are writing in application for the Town Council's Community Grant scheme. To this end, we'd like to introduce ourselves and tell you a little about what we do and what we're aiming to achieve.

1. Who are we?

Butterfly HQ is a community interest company focussed on connecting the community through creative arts and science engagement. We deliver workshops and projects for children and adults. We started Butterfly HQ because we saw an opportunity to combine creative and science skills. Too often people are forced to choose between arts and STEM. The idea being that you cannot be both creative and academic. Whereas actually both go hand in hand. Curiosity and creativity are crucial to both and we want to help people to see this by exploring STEM themes through creative outputs such as storytelling, arts and crafts and play. And by doing so, improve community cohesion, wellbeing and engagement with the environment.

Butterfly HQ is led by Lyndsey and Jade, both artists and educators with a wealth of experience creating and delivering projects all over the UK. We wanted to bring those skills and experiences back to our home town of Llanelli and share these opportunities with our local community. Llanelli is the place that started everything for us, being the perfect mix of creative and natural heritage, and we want to play a part in keeping that current and developing for future generations.

2. What do we do?

In the last 6 months we have engaged in community events alongside delivering weekly workshops; providing free drama and arts and crafts workshops and some science engagement activities for the following events: Stand Up to Racism in the Selwyn Samuel Centre, a Christmas Fayre at the Goods Shed, a creative Christmas Family Day event with LAMP at Opulence and we have been invited back to the Goods Shed in April to deliver wellbeing arts and crafts workshops for an NHS wellbeing event. All these events we've done for free, providing materials, time expertise and we are happy to do this as we want to form positive community connections and it's really rewarding being able to engage directly with different people across Llanelli.

We currently offer a range of weekly workshops including:

Catch up and Create: an arts and crafts workshops for adults which we run at a local pub. This allows adults to come along and meet people in a social capacity while collaborating and creating arts and crafts pieces in a relaxed environment. Each week we focus on a different style from neurographical art, to paper folding, to drawing and card making. This group has encouraged people to express themselves creatively and meet new friends. While also providing support to a local business.

STEM Art Kids Club: these weekly workshops are based in Glenalla Hall and designed to encourage curiosity and creativity. Allowing children to explore the natural world, learn about

scientific concepts and people in science while improving their communication skills, building confidence and developing their physical literacy skills.

Time Out Thursdays: creative and wellbeing workshops for adults in Glenalla Hall. In these workshops we have conversations and facilitate discussions about wellbeing, explore practical tips and tricks to develop and increase a positive mindset and engage in creative activities such as journaling, creative writing, photography and storytelling.

This week, following conversations with and requests from community members we are also trialling a new Drama and Music Club for children in Glenalla Hall. These workshops will be for children interested in drama and music. They will focus on fun through learning about scripts, improvisation and creative activities. They will also explore musical concepts such as rhythm, pace, soundscapes and enjoy songs and stories through music.

Further to this, we have plans for open access adult ESOL (English for speakers of other languages) and WSOL (Welsh for speakers of other languages) classes, building on our experience of developing similar community outreach projects for Swansea University in recent years. These will be starting after Easter.

Additionally, we're in conversation with other local community organisations and schools about events and projects we might run for and/or in partnership with them.

3. How would we use the funding?

When we created Butterfly HQ we both invested £150 each into the company. This covered the start up costs and initial hall hire, equipment and material costs along with marketing and publicity.

We are currently charging for weekly workshops to cover ongoing costs but the last few months have been a trial and error phase of experimenting with what we can deliver and what people are interested in engaging with. We have kept the costs as low as possible and have not yet paid ourselves.

While the plan is for the company to develop, building on current activities and conversations, so eventually costs will be covered; for now, our biggest expense is still hall hire, equipment and materials.

This grant would allow us to increase opportunities and exposure through some targeted marketing but also, most importantly by increasing the number and variety of free sessions we're able to deliver which, we've found, tends to be a significant contributor to breaking down some barriers to access. It would allow us to purchase more equipment and materials including arts and craft supplies, workbooks and scripts for young people to learn about different stories and exercises, musical tools for people to learn and explore and practical items such as first aid kits enabling outdoor activities and direct engagement with the local environment.

Thank you for your consideration of application. If there's any further information you might need us to provide please let us know.

Yours Faithfully
Jade & Lyndsey Fouracre-Reynolds

Ysgol **COEDCAE** School

Pennaeth/Headteacher
Mrs T Senchal
Trostre Road
Llanelli
Carmarthenshire
SA15 1LJ



Tel No: 01554 750574
Fax No. 01554 755158
e-mail: info@coedcae.org
website: www.coedcae.org.uk

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Ysbrydoli dysgwyr hyderus a fydd yn ffynnu mewn byd sy'n newid yn barhaus

07 March 2024

Mr Arfon Davies
Town Clerk
Llanelli Town Council

Application for Funding – 'Friends of Coedcae'

Dear Sir

I am writing to apply for consideration of grant monies on behalf of 'Friends of Coedcae', here at Coedcae School.

The Friends of Coedcae Community Group was established earlier this year, to try and foster closer school and community cohesion for some of our most vulnerable and under privileged pupils and parents.

Our first project, which we would invite you to collaborate with us, is the development of an internal 'Community Café, based at the School. The project involves:

- minor building works to convert an internal room into a community kitchen area.
- minor services' works such as electrical and plumbing.
- the provision of cooking facilities and consumables.
- the provision of internal and external seating.

The focus is to educate pupils and parents alike, in healthy meal options via the provision of lessons in meal preparation. Additional facets of the project include basic Financial Literacy lessons, the use of a budget to purchase ingredients (using Tesco Clubcard scanner as an example).

Thank you for taking the time to consider this application. If you require anything further, please let me know.

Yours sincerely

Terry Jones
Secretary, 'Friends of Coedcae'



Arfon Davies
Clerc y Dref / Town Clerk
Cyngor Tref Llanelli Town Council
The Old Vicarage
Town Hall Square
Llanelli
SA15 3DD

8th March 2024

Dear Mr Davies

Request for Support

The Llanelli Division of St John Ambulance Cymru was established in 1915 and has provided the local community with first aid support for 110 years. The site at Heol Goffa, Llanelli is a base for our ambulance station and operations as well as our volunteer Division of 32 youth members and 27 adults.



We are seeking support to replace the access door into the garage where the ambulances and medical equipment are stored. There is an urgent health & safety issue with the current door as it can only be locked on the outside by a number of padlocks. There is no locking mechanism on the inside of the door, which means if a person was inside the ambulance garage and someone locked the door behind them, not realising they were in there, they would be unable to get out. The ambulances are often used late at night and early in the morning so there is a real chance that someone could be accidentally locked in.

The first aid charity for Wales

Registered in England and Wales. Charity number 250523. Company number 05071073.



Proposed replacement door

From left – existing door (exterior view), proposed design for new door (exterior view),
proposed design for new door (interior view).



The cost to replace the door is £1,969.43 including VAT. We have secured a donation of £900 leaving a balance of £1,069.43 to find.

We would be so grateful if Llanelli Town Council were able to consider our request to support the replacement door.

Kind regards

Shelagh Astley

Shelagh Astley
Trusts & Foundations Manager
Tel: 02920 449 500

The first aid charity for Wales

Registered in England and Wales. Charity number 250523. Company number 05071073.

AGENDA ITEM 6.1

Notes of review meeting with Havelock Park Bowls Club Wednesday 28th February 2024 10.00am

Present: Arfon Davies and Representatives Havelock Park Bowls Club.

1. Welcome

AD welcomed everyone to the meeting and thanked them for their attendance.

2. Bowling Season

It was confirmed that the Green was targeted to be made available by the 20th April to enable practice prior to the new season starting at the end of April.

3. Green Maintenance

Club Members confirmed that they had a timetable in place for brushing and sweeping the green and for water running activities in the Pavilion. AD thanked Club Members for their work in this regard. Arrangements were confirmed in relation to the ongoing maintenance of the green and sprinkler operation.

The Club will provide fixture dates in order for grass cutting to be co-ordinated.

The Club contribution towards the costs was confirmed as £1,000 for the year.

4. Sports, Youth and Activity Officer

The Club confirmed that they wished to work again with the Sports, Youth and Activity Officer to arrange Youth and Open Sessions at the Green. Arrangements will be made for this to take place.

AGENDA ITEM 6.2

Notes of review meeting with Parc y Dre Bowls Club Wednesday 28th February 2024 13.00pm

Present: Arfon Davies and Representatives Parc y Dre Bowls Club.

1. Welcome

AD welcomed everyone to the meeting and thanked them for their attendance.

2. Bowling Season

It was confirmed that the Green was targeted to be made available by the 20th April to enable practice prior to the new season starting at the end of April.

3. Green Maintenance

Arrangements were confirmed in relation to the ongoing maintenance of the green and sprinkler operation. AD will contact the County Council in relation to access to their Green 'Iron'.

The Club will provide fixture dates in order for grass cutting to be co-ordinated.

The Club contribution towards the costs was confirmed as £1,000 for the year.

4. Sports, Youth and Activity Officer

The Club confirmed that they wished to work again with the Sports, Youth and Activity Officer to arrange Youth and Open Sessions at the Green. Arrangements will be made for this to take place.

AGENDA ITEM 6.3

Notes of review meeting with Wanderers RFC, Peoples Park Monday 4th March 2024 12.30pm

Present: Arfon Davies and Representatives Wanderers RFC

1. Welcome

AD thanked everyone for attending the meeting.

2. Grounds Maintenance

It was noted that the Rugby Pitch continued to suffer with a couple of bare patches believed to be caused by the ongoing issue with the gas pipeline. AD will chase Wales and West Utilities for an update on the matter.

3. Club Developments

The Club would provide a formal request to the Council for siting a storage container alongside the changing rooms and for an external power source near the external shed.

Further details would also be provided on a proposal to provide additional floodlighting units for the rugby pitch.

4. Building Maintenance

AD will make enquiries on the electrical usage and maintenance bills received by the Club to enable payment of the outstanding balance.

