

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

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

Eich Cyf:
Your Ref:

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

Dyddiad
Date: 05.11.25

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 10TH NOVEMBER 2025 AT 6.15 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 2025 – 31st October 2025 (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 October 2025 (copy herewith).

5. Applications for Financial Assistance

(1) Grants

To consider the applications received as follows:

- (a)** LINKS
- (b)** Cetma
- (c)** Llanelli Green Spaces Network
- (d)** Seaside Community Association

(2) Letter of Thanks

To receive a letter of thanks from the Royal British Legion.

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.

6. Parks, Playing Fields and Community Centres

To consider the Town Clerk's report, Minute No. 36 of the Committee meeting held on the 8th September 2025 refers (copy herewith).

7. Office Air-Conditioning System

To consider the Town Clerk's report. (copy herewith).

8. Bigyn Community Centre and Penyfan Park Changing rooms

To consider the Town Clerk's report, Minute No. 42 of the Committee meeting held on 8th September 2025 refers (copy herewith).

9. Grounds Maintenance SLA

To consider the Town Clerk's report. Minute No. 113 of the Town Council meeting held on the 5th February 2025 refers. (copy herewith).

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

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

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Eich Cyf:

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My Ref: TC/BF.80/ALB

Date: 05.11.25

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, 10^{fed} TACHWEDD 2025 AM 6.15 Y.H.**

Yn gywir,

Clerc y Dref

AGENDA

1. I dderbyn vmddeheuriadau 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 2025 - 31^{ain} Hydref 2025 (copi'n amgaeedig).

(2) Cyfrifon ar gyfer Taliad

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

4. Canolfannau Cymunedol

(1) Huriannau

I dderbyn y crynodeb llogi ar gyfer mis Hydref 2025 (copi'n amgaeedig).

5. Ceisiadau am Cymorth Ariannol

(1) Grantiau a Nawdd

I ystyried ceisiadau a dderbyniwyd gan y canlynol:

- (a)** LINKS
- (b)** Cetma
- (c)** Llanelli Green Spaces Network
- (d)** Seaside Community Association

(2) Llythyr Diolch

I dderbyn llythyr diolch gan y Lleng Brydeinig Frenhinol.

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.

6. Meysydd Chwarae, Parciau a Chanolfannau Cymunedol

I ystyried adroddiad Clerc y Dref, gweler Cofnod Rhif 36 o gyfarfod y Pwyllgor a gynhaliwyd ar 8^{fed} Medi 2025 (copi'n amgaeedig).

7. System Aerdymheru'r Swyddfa

I ystyried adroddiad Clerc y Dref. (copi'n amgaeedig).

8. Canolfan Gymunedol y Bigyn ac Ystafelloedd Newid Parc Penyfan

I ystyried adroddiad Clerc y Dref. Gweler Cofnod Rhif 42 o gyfarfod y Pwyllgor a gynhaliwyd ar 8^{fed} Medi 2025. (copi'n amgaeedig).

9. Cytundeb Lefel Gwasanaeth Cynnal a Chadw Tiroedd

I ystyried adroddiad Clerc y Dref. Gweler Cofnod Rhif 113 o gyfarfod y Cyngor Dref a gynhaliwyd ar 5^{ed} Chwefror 2025. (copi'n amgaeedig).

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

AELOD EX-OFFICIO: Cyngorydd S. Evans (Dirprwy Maer y Dref).

AGENDA ITEM 4 (1)

COMMUNITY CENTRE HIRINGS

MONTH: OCTOBER 2025

FACILITY	BOOKINGS	INCOME (EXCL. VAT)
		£
Glenalla	16	489.59
Lakefield	0 (plus Gym Club)	0.00 (820.00)
Llanerch	37	1,239.75
Paddock Street	31	573.36
Penymorfa	Jujitsu Club	700.00
Wesleyan	30	483.26
Penygaer	2	15.00
Bigyn	18	517.18

MONTHLY HIRINGS 2025-26

Community Centres Hirings	April	May	June	July	August	September	October	November	December	January	February	March	Year End Total	Previous Year
Glenalla	17	21	21	19	8	22	16						124	158
Lakefield													0	27
Llanerch	33	34	38	34	11	37	37						224	285
Paddock Street	28	28	32	35	24	32	31						210	252
Penymorfa													0	0
Wesleyan	25	20	24	25	11	27	30						162	204
Penygaer		2	6	2	1	0	2						13	6
Bigyn			3	1	3	11	18						36	N/A
Total each month	103	105	124	116	58	129	134	0	0	0	0	0	769	943

MONTHLY HIRINGS 2024-25

Community Centres Hirings	April	May	June	July	August	September	October	November	December	January	February	March	Year End Total
Glenalla	20	16	32	21	13	29	27	26	13	21	24	26	268
Lakefield	4	5	4	4	3	2	5	4	4	4	0	0	39
Llanerch	43	42	46	38	16	50	50	48	31	41	38	39	482
Paddock Street	39	38	34	36	32	35	38	31	22	33	36	36	410
Penymorfa													0
St Barnabas	4	6		1									11
Wesleyan	29	27	32	33	21	27	35	32	33	26	31	32	358
Penygaer	1		1		1	2	1	1	0	1	2	2	12

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;
- (7) 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;
 - a. 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;
- (8) The guideline amount for Performing Arts groups will be £500;
- (9) The guideline amount for Sports clubs without an additional section (e.g. Junior Section, Senior Section, Women's Section, LGBT Section) will be £500;
- (10) The guideline amount for Sports clubs with an additional section; (e.g. Junior Section, Senior Section, Women's Section, LGBT Section) will be £800;
- (11) Applications from National Bodies will normally be noted;
- (12) Senior Citizens' groups will normally be granted free use of the Town Council's community halls;
- (13) 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;
- (14) Group affiliated to the same umbrella body can apply for funding if they are based at different locations and have separate bank accounts;
- (15) These guidelines apply to applications for grants and do not apply to sponsorship agreements agreed by the Town Council.



Cobseo
The Confederation
of Service Charities

8th October 2025

Dear Llanelli Town Council

I am writing to you on behalf of Links, a Mental Health 'move on' project based in Llanelli that supports people from across Carmarthenshire.

I have been made aware that Llanelli Town Council may be able to offer financial support, and we would be grateful if you would consider assisting with our upcoming fashion show project.

Our members are currently busy designing and upcycling clothing to create new, unique outfits. The event will highlight their creativity, with all pieces made from a variety of recycled and repurposed materials.

Any contributions received will be acknowledged and promoted during the show.

If you would like to visit Links to gain a better understanding of the work that we do, please do not hesitate to let us know. It would be a pleasure to show you around.

Thank you for your time and consideration.

Yours sincerely,

Michele

Michele Rees
General Manager

*We offer supported
learning and
lifestyle opportunities*

Unit 4, The Palms, 96 Queen Victoria Road, Llanelli, Carmarthenshire SA15 2TH
Telephone: 01554 757957 • Email: admin@links.uk.net • www.links.uk.net

Patrons:

Mr. P.C.A. Mansel-Lewis

Lieutenant General: Jonathan Riley CB DSO PhD MA • Lieutenant Colonel: (Retd) D A Mathias DL
Registered Charity No. 1139855



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

30/07/2025

Dear Arfon,

REF: LLANELLI COMMUNITY FRIDGE – ONE YEAR ON

We're pleased to share a progress update on the Community Fridge, now operating from our new premises on Station Road, Tyisha. Since its opening, the initiative has grown tremendously supporting an incredible 5,066 people this year so far in 2025, with hundreds more benefiting throughout 2024.

As you may recall, our Community Fridge provides a space where fresh, good-quality surplus food donated by generous individuals and businesses is made freely available to anyone in need. We are now open Wednesday to Friday, from 12pm to 4pm, and continue to receive regular donations from supermarkets and other contributors. Stock typically includes fruit, vegetables, tinned items, household goods, books, and more. We're proud to remain part of HUBBUB's national Community Fridge network.

Footfall continues to grow, highlighting ongoing demand for this vital service. In addition to our regular support, we also provide one-day emergency food parcels and digital support for those facing urgent challenges.

We're writing once again to ask whether the Council might consider contributing towards the running costs of this service. While our volunteers remain committed to food collection and distribution, essential costs such as utilities, equipment maintenance, and outreach activities persist. Any support you can offer will directly strengthen and sustain this lifeline for our community.

If you'd like more information about the fridge or our other projects in Llanelli, we'd be happy to share further details.

Yours sincerely

Keith Evans-Hurley
Director

Providing Social Engagement, Training, Health & Wellbeing through the development of unique sustainable projects for individuals, organisations & businesses.

Any surpluses that the company makes will be ploughed back into the aims of the company.

www.cetma.org.uk
Email: info@cetma.org.uk
Registered Office: CETMA Business Centre, Marsh Street, SA15 1BG
Company No: 06737296



Llanelli Green Spaces Network

122 Ropewalk Road Llanelli SA15 2AN

20.10.2025 Ref: Request for Financial Support

Dear Councillors

After some research and listening to the voice of our community members and various groups/organisations, we set up the Llanelli Green Spaces Network with a group of wonderful volunteers and groups/organisations who had a shared vision of improving the bio-diversity and the "green spaces" in and around Llanelli. In a short time we have come a very long way undertaking numerous activities and growing our volunteer base

For example:

- Number of Planting days in Penygaer Park and creation with partners of the Sensory Pocket Garden
- Supporting the Friday afternoon gardening club at Penygaer school
- Providing training for our volunteers
- Arranging Community Nature/wellbeing walks
- Our FB page has 256 followers, where we can share lots of information and we are looking to grow our audience
- Worked very closely with LTC across the green spaces that they manage
- Been able to echo the voices in the community as to how they would like to see green spaces.
- Been able to share important information regarding, the environment, bio-diversity and green spaces
- Creating volunteering opportunities for people of all ages and all backgrounds
- And, tapping into the huge amount of knowledge and experience we already have in the community

We are asking for funding to allow us to grow The Llanelli Green Spaces Network, build and offer more volunteering opportunities, more training opportunities for volunteers and community members, to hire venues when necessary, cover volunteer (out of pocket) expenses and build on the shared vision of Llanelli being a more bio-diverse town, caring for our natural environment and increase well being by encouraging people to take part in a wide range of activities.

Many Thanks and with kind regards

Paolo Piana

SEASIDE COMMUNITY ASSOCIATION Ltd



Working Together For Our Community

Date as Postmark

Town Clerk, Arfon Davies
Llanelli Town Council
The Old Vicarage
Town Hall Square
Llanelli
SA15 2LB

Dear Arfon,

Re: Application for Financial Assistance

Seaside Community Association members have asked me to write to you to ask for financial assistance for our Christmas tree lighting and Santa Claus event this year. Thank you for your support in previous years. Your contributions have made a great impact in allowing us to offset the cost of installing a Christmas tree in the Hywel Phillips Memorial Garden with a community event in both the garden and at The New Cornish Arms. At a recent SCA meeting the Committee decided to hold the same activities this year. We expect to have similar costs for the events as last year with the principal cost being that of a Christmas tree.

The Association would be very grateful if the Town Council could find its way to financially support these events again this year. Any help is very much appreciated, and I thank you in advance for your support.

Yours faithfully,

Maria Austin
Secretary