CYNGOR TREF LLANELLI



LLANELLI TOWN COUNCIL

LLANELLI TOWN COUNCIL

MINUTES

		Page Nos.
Ex-Town Mayor's Committee	5th February 2025	219 - 220
Llanelli Town Council Ordinary Meeting	5th February 2025	221 - 227
Planning, Licensing and Consultation Committee	10th February 2025	228 – 231
Building and Finance Committee	10th February 2025	232 – 244
Building and Finance Committee	17th February 2025	245 – 246
Joint Standing Committee on Estimates	17th February 2025	247 - 249
Stebonheath Development Committee	17th February 2025	250 - 252
Selwyn Samuel Centre Committee	17th February 2025	253 - 255

EX-TOWN MAYORS' COMMITTEE

10th February 2025

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 **EX-TOWN MAYORS' COMMITTEE** of LLANELLI TOWN COUNCIL was held REMOTELY and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 10th February 2025 at 5.00 p.m.

PRESENT: Councillors D.Ll. Darkin (Leader of the Council), J.E. Jones J.P, N.J. Pearce, and P.T. Warlow (in the Chair).

ALSO PRESENT: Councillors J.G. Prosser (Town Mayor) and A.R. Bragoli.

APOLOGIES: Councillor M.D. Cranham J.P.

1. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

2. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960

RESOLVED – that in view of the confidential nature of the business to be transacted the following matter 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.

3. TOWN MAYOR – ELECT 2025/2026

Further to Minute No. 3 of the Committee meeting held on 19th February 2024, the Chair welcomed Councillor A.R. Bragoli to the meeting. It was noted that copies of the Mayoral Handbook had been previously circulated to all attendees.

Members were informed that this meeting offered members the opportunity to pass on their advice and experiences to the Town Mayor Elect together with an opportunity for Councillor Bragoli to ask questions.

Councillor Bragoli confirmed that he was fully aware of the requirements and obligations of the office and was delighted to be offered the opportunity to serve his community as Town Mayor during the 2025/26 municipal year.

The Chair (Councillor P.T.Warlow) and members extended their congratulations and best wishes to Councillor Bragoli who then returned thanks for their valuable assistance and advice. Members were informed that the matter would now be brought before the Town Council at its March meeting and that the Town Clerk would now meet with Councillor Bragoli to go through the Mayoral Handbook in more detail.

4. ANNUAL MEETING

Further to Minute No. 4 of the Committee meeting held on 19th February 2024, members were informed that arrangements were being made for the Annual Meeting to be carried out on 7th May 2025 with a reception being provided in the Lliedi Suite.

A further meeting of the Ex-Town Mayor's Committee will be held if necessary to finalise these arrangements.

RESOLVED – that the information be noted.

The Meeting concluded at 5.15 p.m.

LLANELLI TOWN COUNCIL

ORDINARY MEETING

5th February 2025

At the **ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held remotely and at The Old Vicarage, Town Hall Square, Llanelli on Wednesday, 5th February 2025 at 6.00 p.m.

PRESENT: Councillor J.G. Prosser (Town Mayor)

Councillors

Bigyn Ward

M.D. Cranham J.P.
D.Ll. Darkin (Leader of the Council)
G.R. Lloyd
P.T. Warlow
J.R. Williams

Elli Ward

N.J. Pearce
S. Williams

Glanymor Ward

J.E. Jones, J.P.
S.L. Rees
B.A.L. Roberts

Lliedi Ward

A.R. Bragoli
S. Greaney (Deputy Town Mayor)
A. Lochrie

Tyisha Ward

S.A. Curry
T. Davies
A.S.J. McPherson

APOLOGIES: Councillors A.A. Carter, J.R. Elliott, L. Fenris, S. Evans, R. James.

105. MEMBERS' DECLARATIONS OF INTEREST

Declarations of interest were made on item 112.

106. PUBLIC PARTICIPATION

Members of the Public in attendance were provided with an opportunity to ask questions on the Agenda items by the Town Mayor (Councillor J.G. Prosser), with the Town Mayor providing responses as appropriate.

107. 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	26th November 2024	202 – 203
Llanelli Town Council Ordinary Meeting	8th January 2025	204 - 210
Planning, Licensing and Consultation Committee	13th January 2025	211 - 214
Building and Finance Committee	13th January 2025	215 - 219

108. COMMUNITY DEVELOPMENT AND ACTIVITY

(1) Principal Officer's Community Development and Activity Report

Further to Minute No. 87 of the Town Council Ordinary meeting of 4th December 2024, consideration was given to the Principal Officer's report (copies having been previously circulated to members). The report dealt with the following:

(1) <u>Community Activities</u>

- **Wellbeing Walks –** The fourth wellbeing walk in partnership with the Llanelli Community Partnership and Pentre Awel was planned take place on the 27th February.
- **Play Area Improvements 2025** - Llanelli Town Council had now completed the project with funding from the Carmarthenshire County Council administered, UK Government SPF Fund. The project had seen active play equipment installed at Crown Park, Penyfan Park and Penygaer Playing Fields, with sensory play equipment installed at Penygaer. The play area improvements followed previous SPF Funded works with the completion of provision of Rugby facilities at Penyfan Park and football goals at both Crown Park and Penygaer / Llanerch. Play activity sessions had been carried out to encourage the use of the new equipment in each park.
- **Junior Young Traders / Meet the Mayor 2025 –** Both projects were now planned with dates arranged in March and May. 8 Primary schools and 2 secondary schools had been invited to Meet with the Mayor, with 9 Primary

schools invited to take part in the Junior Young Traders project. The projects were noted to work in partnership with Carmarthenshire County Council Markets and Educational Teams, Llanelli Community Partnership and Barclays Community Service.

- **Parc y Scarlets Community Diversity Day –** In partnership with the Scarlets Community Foundation, 4 sessions of rugby as well as one wheelchair rugby session were held with the Syria Sir Gar group. Tickets were made available for the Llanelli Multi Cultural Network to attend the fixture vs Edinburgh on their inclusion themed fixture.
- **Fusion Network Showcase 2025 –** Officers from the Town Council continued to support the Fusion Network showcase event to celebrate the good work third sector and voluntary groups continue to undertake in Llanelli. The free event was being held in the Ffwrnes Theatre on the 5th of February.
- **Stay On Side project –** The project had entered its third week in Ysgol Bigyn where the children role play different types of anti-social behaviour while the head teacher guessed the actions being played out. This highlighted to pupils the consequences faced by perpetrators and emotions felt by victims**.**
- **CCIN Business in the Community Conference -** Officers recently attended the CCIN Business in the Community Conference held in Cardiff. The conference brought together those from Social Enterprise / Business Innovation and Unitary Authorities. The day sought to encourage better working relationships, with the Future Generations Act highlighted as good working practice in Wales.

RESOLVED - That the information be noted

- **Dydd Gwyl Dewi / St Davids Day Cultural events -** Officers had been working to support the community to celebrate Dydd Gwyl Dewi / St Davids Day. The two events would be held in partnership with the Multicultural Network and Tesco.
  - **The Multicultural Network** on Tuesday 25th February;
  - **The Community Partnership** Cultural evening on Friday 28th February.

RESOLVED - That the information be noted and that the Town Council contribute £150 to support these events.

(2) <u>Policy and Strategic Meetings</u>

Officers are working with partners; examples are

- Llanelli Multi Cultural Network Drop-in Centre Support
- Pentre Awel
- Llanelli Community Partnership
- Llanelli Green Network
- Local Places for Nature
- Tesco Trostre
- Llanelli Community Cancer Rehabilitation

- Fusion Network
- Foothold Cymru
- People Speak Up
- Royal British Legion Llanelli
- Cradle Choir
- Seaside AFC
- WCVA Cymru, National Sports Diversity Officer
- Barclays Bank
- Carmarthenshire County Council Markets
- Carmarthenshire Schools Football
- Actif Sir Gar

RESOLVED - That the information be noted

109. PRINCE PHILIP HOSPITAL

Further to Minute No. 102 (5) of the Town Council meeting on 8th January 2025, consideration was given to the letter received from Swansea Bay University Health Board.

The letter advised that the configuration of NHS Wales bodies was a matter for the Cabinet Secretary for Health and Social Care and not a matter that Health Boards could determine locally. The letter also detailed how Swansea Bay UHB and Hywel Dda UHB were working together to set up a new Joint Collaborative Committee, which was charged with developing a Regional Health Economy Plan across South West Wales.

Following further consideration, it was proposed by Councillor D.Ll Darkin (Leader of the Council) and seconded by Councillor A.S.J. McPherson, that the Town Council write to the Cabinet Secretary for Health and Social Care to request information of what health provision and support could be provided to Llanelli residents by Swansea Bay UHB.

Upon a request by Councillor A.S.J. McPherson that a recorded vote be taken it was:

RESOLVED – that the motion be agreed, with Councillors A.R. Bragoli, M.D. Cranham J.P, S.A. Curry, D.Ll Darkin (Leader of the Council), T. Davies, S. Greaney (Deputy Town Mayor), J.E. Jones J.P., A. Lochrie, G.R. Lloyd, A.S.J. McPherson, N.J. Pearce, S.L. Rees, B.A.L. Roberts, P.T. Warlow, J.R. Williams and S. Williams. T. Davies, J.E. Jones J.P., S.L. Rees, B.A.L. Roberts, and S. Williams in favour.

Against: None.

110. 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) One Voice Wales – Minutes of the Carmarthen Area Committee held on the 7th October 2024 and the NEC Meeting held on the 13th December 2024.
(2) Dyfed Powys Police and Crime Commissioner – Invitation to the Evidence Based Policing Conference to be held on the 4th March 2025.
(3) Carmarthenshire County Council – Llanelli Town Centre Taskforce. Minutes of the meeting held on the 15th November 2024.
(4) Cylch yr Iaith – Request for support in relation to the report of the Welsh Communities Commission.
(5) Carmarthenshire County Council – Community and Town Councils Update.
(6) Hywel Dda University Health Board – Information on a Stakeholder Group to shape potential options for the future of the Minor Injuries Unit (MIU) at Prince Philip Hospital.

(copies previously circulated by email).

111. 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.

112. STEBONHEATH STADIUM LEASE

Councillor M.D. Cranham J.P. declared an interest in this item as he is a season ticket holder for Llanelli AFC, and as he felt this was a prejudicial interest Councillor Cranham withdrew from the meeting and voting thereon.

Councillor S.L. Rees declared an interest in this item as a member of his family plays for Llanelli Ladies AFC, and as he felt this was a prejudicial interest Councillor Rees withdrew from the meeting and voting thereon.

Councillor G.R. Lloyd declared an interest in this item as a member of Evans and Williams Walking Football Team, and as he felt this was a prejudicial interest Councillor Rees withdrew from the meeting and voting thereon.

Councillor T. Davies declared an interest in this matter as he has a close relationship with a member of Evans & Williams FC, and as he felt this was a prejudicial interest Councillor Davies withdrew from the meeting and voting thereon.

Councillor S. Williams declared an interest in this item as a family member plays for Evans and Williams AFC, and as he felt this was a prejudicial interest, Councillor Williams withdrew from the meeting and voting thereon.

Councillor B.A.L. Roberts declared an interest in this item as a she has a close relationship with members of Llanelli Ladies AFC ladies team, and as she felt this was

a prejudicial interest Councillor Roberts withdrew from the meeting and voting thereon.

Further to minute No. 104 of the Town Council meeting held on 8th January 2025, where it was resolved to defer consideration of the matter to a meeting of the full Town Council in February, consideration was given to the Town Clerk's report.

Following further discussion it was:

RESOLVED – That the Town Clerk, in conjunction with our solicitor continue the lease negotiations for Stebonheath Stadium with the Reds. Given the investment Llanelli Town Council has put into this community asset, it's imperative that the community continues to benefit from the asset for as long as Llanelli Town Council is paying towards it. As such, Llanelli Town Council shall retain a usage of the ground for the benefit of the community proportional to our financial commitment. For a period of no more than three years we would look to provide this allowance to Evans and Williams to allow them time to find alternative arrangements.

113. GROUND MAINTENANCE SLA

Further to Minute No. 106 of the Town Council meeting on 7th February 2024, where members approved the Service Level Agreement (SLA) between Llanelli Town Council and Llanelli Rural Council for Grounds Maintenance Services for the 2023-24 Financial Year. Consideration was given to the Town Clerk's report.

The SLA continued to provide for the grounds maintenance costs (labour and materials) at the Town Council's parks at Crown Park, Havelock Park, Llanerch Field, Peoples' Park, Penyfan Park, Clos Yr Ysgol, Morfa Park, Nightingale Court, Llanerch Field and Penygaer Playing Fields as well as investment in new machinery and equipment. The SLA will also provide for some grounds maintenance works at other Town Council sites as and when necessary, such as at Stebonheath Park.

As with the present machinery and equipment portfolio the Town Council would retain 50% ownership of all purchases.

For the 2025-26 year, under the updated SLA, the Personnel Costs would be £75,268.72 which took into account 4,214 labour hours p.a. (full costs associated with two employees, Employers N.I. and Pension costs).

The Management Fee (back-office costs equating to 421 hours p.a.) would be £10,727.96.

Other costs covered by the SLA for 2025-26 included:

Vehicle and Machinery Maintenance	£28,175
Materials for Ground Maintenance	£20,475
Other employee costs	£4,100

There was also provision for the purchase of additional capital equipment and replacement of a grounds maintenance team vehicle with a 50% contribution cost of £19,500.

The Rural Council would therefore continue to provide the service for 2025-26.

RESOLVED – that the actions taken be noted and endorsed for approval.

The Meeting concluded at 6.25 pm

PLANNING, LICENSING AND CONSULTATION COMMITTEE

10th February 2025

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, 10th February 2025 at 6.00 p.m.

PRESENT: Councillors A.R. Bragoli (Substitute for Councillor S. Evans), D.Ll. Darkin (Leader of the Council), A.S.J. McPherson, N.J. Pearce (Vice-Chair) (in the Chair), J.G. Prosser (Town Mayor), S.L. Rees, P.T. Warlow (Substitute for Councillor L. Fenris), J.R. Williams and S. Williams.

APOLOGIES: S. Evans, J.E. Jones J.P., L. Fenris (Chair), A. Lochrie.

38. DECLARATIONS OF INTEREST

Declarations of interest were made on item 39. (1) as noted below.

39. TOWN AND COUNTRY PLANNING ACT

(1) PLANNING APPLICATIONS

Councillor D. LI. Darkin declared a personal interest in Application No. PL/08716 as he is a Governor at Coedcae School, as he considered this to be a prejudicial interest, Councillor Darkin withdrew from the meeting prior to the discussion and voting thereon.

Councillor S. Williams declared a personal interest in Application No. PL/08771 as he is a member of the Parc Howard Association, as he considered this to be a prejudicial interest, Councillor Williams withdrew from the meeting prior to discussion and voting thereon. Councillor S. Williams also declared an interest in Application No. PL/08735 as he has been working on the application, as he considered this to be a prejudicial interest, Councillor Williams withdrew from the meeting prior to discussion and voting thereon.

Councillor J.R. Williams declared a personal interest in Application No. PL/08716 as she is a Governor at Coedcae school, as she considered this to be a prejudicial interest, Councillor Williams withdrew from the meeting prior to the discussion and voting thereon. Councillor J.R. Williams also declared a personal interest in Application No. PL/08771 as she is a member of the Parc Howard Association, as she considered this to be a prejudicial interest, Councillor Williams withdrew from the meeting prior to discussion and voting thereon.

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/08696 The Cottage, 158 Station Road, Llanelli, SA15 1YU	Change of use of part of the ground floor area from (C1) hotel to (A1) Shops and minor amendments to existing fenestration.	No objections.
PL/08771 Mansion House, Parc Howard, Felinfoel Road, Llanelli, SA15 3LJ	Renovate existing Billiards Room at Parc Howard Museum. Create additional usable space for the Museum to develop their business plan for the future	No objections.
PL/08735 33 Murray Street, Llanelli, SA15 1BQ	Change of use of former night club to residential accommodation units for veterans who have served in HM Armed Forces (Sui Generis) including first and second floor extensions and new building proposed to provide bin and cycle storage	No objections.

PL/08716 Coedcae Comprehensive School, Trostre Road, Llanelli, SA15 1LJ	Creation of a pump track on the north field of Coed Cae school. The approx total length of track 310m Squared. The track will consist of jumps, bumps and cambered bends. The track itself will consist of a tarmac track and the verges will consist of permeable fill with topsoil. The will be a new 2.4m high anti climb fencing located between rugby pitch and proposed track. South path permeable materials	No objections. The Town Clerk to request further information on arrangements for public access to the facility along with how this would be managed.

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

(1) Mc Donalds Restaurants Ltd, Trostre Retail Park, Llanelli, SA14 9UY

The Town Clerk reported the receipt of a Notification of License Application in respect of Mc Donalds Restaurants Ltd, Trostre Retail Park, Llanelli, SA14 9UY (copies having been previously circulated to members).

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

41. CONSULTATIONS

(1) Carmarthenshire County Council

Consideration was given to the consultation on a proposed Public Path Diversion Order for FP 72/22.

RESOLVED – that the consultation be noted.

42. 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 –** Temporary Traffic Management order relating to Llanelli Front Runner Half Marathon and 10k event on Sunday 16th February 2025 between 8.00am and 10.40am.

The Meeting concluded at 6.21 p.m.

BUILDING AND FINANCE COMMITTEE

10th February 2025

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, 10th February 2025 at 6.22 p.m.

PRESENT: Councillors A.R. Bragoli, A.A. Carter, M.D. Cranham J.P, D. Ll. Darkin (Leader of the Council), S. Greaney (Deputy Town Mayor), A.S.J. McPherson (Chair), N.J. Pearce (Substitute for S.A. Curry), Sean Rees (Substitute for B.A.L. Roberts) and P.T. Warlow.

APOLOGIES: Councillors S.A. Curry, J.R. Elliott, R. James, G.R. Lloyd, and B.A.L. Roberts.

78. MEMBERS' DECLARATION OF INTEREST

Declarations of interest were made on item 82. (1).

79. FINANCIAL REPORT

(1) BUDGET REVIEW

RESOLVED – that the Income and Expenditure report for the period 1st April 2024 – 31st January 2025, in the sums of £1,847,299 and £1,073,719 respectively, be approved.

(2) ACCOUNTS FOR PAYMENT

RESOLVED - that the payment schedule showing Direct Debit Nos. 351 – 393 (inclusive) in the sum of £12,186.22, BACS Nos 294 - 321 in the sum of £23,994.41 and Electronic Payments Nos 476 - 509 in the sum of £58,792.52 respectively, be approved.

80. COMMUNITY CENTRES

(1) HIRINGS

Consideration was given to the summary schedule of hirings of all community centres during the month of January 2025 (copies having been previously circulated to members).

RESOLVED – that the information be noted.

(2) HIRING CHARGES

Further to Minute No. 81 (2) of the committee meeting held on 19th February 2024, Consideration was given to the review of charges for the 2025-2026 financial year, members reviewed the charges currently in operation for the Council's community centres.

RESOLVED – that the charges for the financial year commencing 1st April 2025, be agreed as follows:

Glenalla Community Centre	P	(Incl VAT)	S	(Incl VAT)	C	(Incl VAT)
Main Hall	£7.92	£9.50	£9.58	£11.50	£11.25	£13.50
Glenalla Civic Hall	**P**	**(Incl VAT)**	**S**	**(Incl VAT)**	**C**	**(Incl VAT)**
Main Hall	£9.58	£11.50	£11.67	£14.00	£14.58	£17.50
Concert Hire	£19.17	£23.00	£24.17	£29.00	£30.00	£36.00
Piano (Free but cost of tuning recharged)						
Civic Hall & Community Centre	**P**	**(Incl VAT)**	**S**	**(Incl VAT)**	**C**	**(Incl VAT)**
Both Halls	£15.00	£18.00	£18.33	£22.00	£21.67	£26.00
Lakefield Community Centre	**P**	**(Incl VAT)**	**S**	**(Incl VAT)**	**C**	**(Incl VAT)**
Main Hall (Gym Club)	N/A	N/A	N/A	N/A	N/A	N/A
Both Rooms 1 & 2	£8.33	£10.00	£10.42	£12.50	£12.50	£15.00
Both Rooms 3 & 4	£10.42	£12.50	£12.50	£15.00	£14.58	£17.50
Rooms 1, 2, 3, & 4	£13.33	£16.00	£16.67	£20.00	£20.83	£25.00
Room 5 (Gym Club)	N/A	N/A	N/A	N/A	N/A	N/A
Room 6 (Gym Club)	N/A	N/A	N/A	N/A	N/A	N/A
Llanerch Community Centre	**P**	**(Incl VAT)**	**S**	**(Incl VAT)**	**C**	**(Incl VAT)**
Main Hall	£7.92	£9.50	£9.58	£11.50	£11.25	£13.50
Committee Room	£3.50	£4.20	£5.00	£6.00	£6.25	£7.50
Both Rooms	£9.58	£11.50	£12.50	£15.00	£15.00	£18.00
Group Practice	£9.58	£11.50	£12.50	£15.00	£15.00	£18.00
Cylch Playgroup	£9.58	£11.50	£12.50	£15.00	£15.00	£18.00
Paddock Street Community Centre	**P**	**(Incl VAT)**	**S**	**(Incl VAT)**	**C**	**(Incl VAT)**
Main Hall	£7.71	£9.25	£8.96	£10.75	£10.63	£12.75
Penymorfa Community Centre	**P**	**(Incl VAT)**	**S**	**(Incl VAT)**	**C**	**(Incl VAT)**
Sports Club	N/A		N/A		N/A	
Penygaer Community Room	**P**	**(Incl VAT)**	**S**	**(Incl VAT)**	**C**	**(Incl VAT)**
Community Room	£7.50	£9.25	£8.75	£10.75	£10.42	£12.75
Community Centre at Penyfan	**P**	**(Incl VAT)**	**S**	**(Incl VAT)**	**C**	**(Incl VAT)**
Community Room	£7.50	£9.50	£8.75	£11.50	£10.42	£13.50
Wesleyan Community Centre	**P**	**(Incl VAT)**	**S**	**(Incl VAT)**	**C**	**(Incl VAT)**
Either Room	£7.92	£9.50	£9.58	£11.50	£11.25	£13.50
Both Rooms	£13.33	£16.00	£15.83	£19.00	£18.33	£22.00
Birthday Party 4 hour period	£26.67	£32.00				

Code	
P	Hire by the public or local societies/organisations for meetings.
S	Hire by charitable/fund raising organisations who charge subscriptions/membership fees.
C	Hire for profit and by companies.

81. PARKS, PLAYING FIELDS AND COMMUNITY CENTRES

Further to minute 73 of the Committee meeting held on the 13th January 2025, consideration was given to the Town Clerk's report which gave an update on developments with the Town Council Parks, Playing Fields, Community Centres and properties.

1. Old Vicarage Car Park Wall

Confirmation was awaited from the 3rd party insurance company that works can be progressed with the car park wall repairs.

2. Coronation Road Allotments

Further to minute 53.3 of the Committee meeting held on the 11th November 2024. Costs of the materials purchased by Llanelli Rural Council for the fence installation at the Allotments were confirmed as £2,431.85.

3. Nightingale Court

Repair works would be carried out by the Park Keeping Team on the vandalised park fence during February 2025.

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

82. APPLICATIONS FOR FINANCIAL ASSISTANCE

(1) GRANT APPLICATIONS

Councillor D. LI. Darkin declared an interest in application (a) as he is a member of the Twinning Association and as he felt this was a prejudicial interest, Councillor Darkin withdrew from the meeting prior to the discussion and voting thereon. Councillor Darkin also declared an interest in application (d), as he is a member of SOSPPAN, as he felt this was a prejudicial interest Councillor Darkin withdrew from the meeting prior to the discussion and voting thereon.

Councillor S.L. Rees declared an interest in application (d), as he is a member of SOSPPAN and as he felt this was a prejudicial interest, Councillor Rees withdrew from the meeting prior to the discussion and voting thereon.

Councillor A.S.J. McPherson declared an interest in application (d) as he is a member of SOSPPAN, as he felt this was a prejudicial interest Councillor McPherson withdrew from the meeting prior to the discussion and voting thereon. Councillor McPherson vacated the Chair, with Councillor P.T. Warlow (Vice-Chair) taking the Chair in his absence for this item only.

Councillor S. Greaney (Deputy Town Mayor) declared an interest in application (d), as he is a member of SOSPPAN, as he felt this was a prejudicial interest, Councillor Greaney withdrew from the meeting prior to discussion and voting thereon.

Councillor A.R. Bragoli declared an interest in application (a), as he is a member of the Twinning Association, as he felt this was a prejudicial interest, Councillor Bragoli withdrew from the meeting prior to discussion and voting thereon.

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

(a) Llanelli and District Twinning Association - a grant of £300 to be made.
(b) Llanelli Deaf Centre - a grant of £300 to be made.
(c) CISS – to be noted.
(d) SOSPPAN - a grant of £300 to be made.

83. 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.

84. SPLASH PADS 2025

Further to Minute No. 75 of the committee meeting held on 13th January 2025, consideration was given to the Town Clerk's report on the proposed Splash Pad use for the 2025 Summer period.

Purchase orders had been issued to 'The Splash' for the following as agreed at the Committee meeting:

- Replacement cannon feature at Havelock Park £3,615.30
- Activation and De-activation of both parks £4,949.90
- Infrastructure Repairs at both parks £4,511.30

RESOLVED - that the report be noted and actions taken be approved

85. MAINTENANCE WORK TENDERS

Councillor D. LI. Darkin declared an interest in item (2) as he works with ESP, as he felt this was a prejudicial interest Councillor Darkin withdrew from the meeting prior to the discussion and voting thereon.

(1) Gas Boiler Maintenance and Servicing

Further to Minute No. 88 (2) of the Committee meeting held on 19th February 2024. A re-tender exercise had been undertaken for the Town Council building's annual boiler service and maintenance contract with a deadline of 31st January 2025 for return of proposals. A number of companies were contacted for tender, with quotations received as follows:

Location	**Current cost**	**Westward**	**Lorne Stewart**
Glenalla Community Centre,	£135.00	£135.00	£135.00
Lakefield Community Centre	£270.00	£225.00	£270.00
Llanerch Community Centre	£135.00	£100.00	£135.00
Paddock Street Community	£135.00	£100.00	£135.00
Penymorfa Community Centre	£135.00	£100.00	£135.00
Selwyn Samuel Centre, Park	£235.00	£270.00	£235.00
Stebonheath Stadium	£285.00	£450.00	£285.00
Wesleyan Community Centre	£135.00	£100.00	£135.00
Total	**£1,465.00**	**£1,480.00**	**£1,465.00**
Call out cost - Normal Hours	**Current cost**	**Westward**	**Lorne Stewart**
First Hour	£95.00	£70.00	£108.00
Additional Hours	£32.50	£52.00	£45.00
Evening / Weekend / Bank Holiday			
First Hour	£135.00	£75.00	£168.00
Additional Hours	£54.50	£65.00	£68.00

RESOLVED – that the Committee approves the tender provided by Lorne Stewart.

(2) Asbestos Inspections

Further to minute 6 of the Committee meeting held on the 13th May 2023, consideration was given to the Town Clerk's report that noted that the Town Council had a duty to manage and monitor the condition of asbestos within its properties. Inspections were therefore regularly carried out with management reports provided.

The properties concerned were:

- Lakefield Community Centre
- Llanerch Community Centre
- Penymorfa Community Centre
- Peoples' Park Changing Rooms
- Penygaer Changing Rooms and Community Facility
- Stebonheath Park
- Selwyn Samuel Centre
- Wesleyan Community Centre

The last inspections were carried out in June 2023 and were due to be reviewed in 2025. The Town Councils previous contractor had now closed down with prices sought from alternative contractors. Due to a new contractor being proposed, each was therefore asked to tender for a full re-inspection and sampling of ACMs and the production of electronic CAD plans along with producing an updated asbestos register and management plan also being created for each location. Tenders were received as follows:

Location	Anchem Laboratories Ltd	ESP Environmental Ltd	Phoenix Asbestos
Lakefield Community Centre	£550.00	£595.00	Unable to support
Llanerch Community Centre	£475.00	£595.00	
Penymorfa Community Centre	£475.00	£695.00	
Peoples' Park Changing Rooms	£475.00	£550.00	
Penygaer Changing Rooms and Community Facility	£550.00	£850.00	
Stebonheath Park	£625.00	£850.00	
Selwyn Samuel Centre	£550.00	£550.00	
Wesleyan Community Centre	£475.00	£550.00	
Total	£4,175.00	£5,235.00	

RESOLVED - That the bi-annual inspections and update of the management plan be undertaken by the lowest tenderer.

86. WATER HYGIENE MONITORING

Further to minute number 123 of the Committee meeting held on the 17th April 2013, consideration was given to the Town Clerk's report that noted that properties managed and maintained by Llanelli Town Council require a range of Health and Safety periodic checks to be carried out, this included the provision of Water Hygiene Monitoring including:

- Temperate Monitoring;
- Cleaning of shower heads;
- Flushing of expansion vessels;
- TMV cleaning;
- Inspections;
- Provision of bi-annual risk assessments.

These had been carried out by Acorn Chemicals for a number of years and a tender exercise was undertaken for the contract in 2023-24. The contract was retained in 2024-25.

Prices received were as follows for the 2025-26 Financial Year:

Location	Visit frequency	MSS Acorn Chemicals
Glenalla Community Centre	6 monthly	£99.00
Lakefield Community Centre	6 monthly	£99.00
Llanerch Community Centre	6 monthly	£99.00
Paddock Street Community	6 monthly	£99.00
Penymorfa Community Centre	6 monthly	£129.85
Wesleyan Community Centre	6 monthly	£99.00
Crown Park	Monthly	£587.95
Havelock Park	Monthly	£1,048.40
Peoples Park	Monthly	£2,010.90
Penyfan Changing Rooms	Monthly	£587.95
Penygaer Playing Fields	Monthly	£1,028.60

Selwyn Samuel Centre	Monthly	£564.85
Stebonheath Stadium	Monthly	£1,457.95
Old Vicarage	Monthly	£564.85
Community Centre for Bigyn and Penyfan Area	TBC	TBC
Total		£8,476.30

In addition, bi-annual risk assessment reports were provided for each property. The properties due an inspection during 2025-26 were as follows with prices received:

Location	MSS Acorn Chemicals
Glenalla Community Centre	£295.00
Lakefield Community Centre	£295.00
Llanerch Community Centre	£295.00
Paddock Street Community	£295.00
Penymorfa Community Centre	£295.00
Wesleyan Community Centre	£295.00
Stebonheath Stadium	£526.00
Old Vicarage	£295.00
Community Centre for Bigyn and Penyfan Area	£295.00
Penyfan Splash Pad	£345.00
Havelock Splash Pad	£345.00
Total	£2,886.00

Following consideration of the matter, it was:

RESOLVED – that the Committee approves the price for the 2025-26 contract as provided by MSS Acorn Chemicals with a further tender exercise to be carried out in 2025-26 in readiness for the 2026-27 year.

87. THIRD PARTY ENERGY CHARGES

Consideration was given to the Town Clerk's report which provided information for members in relation to charges made for energy usage by third parties in Town Council facilities. The report provided proposals for ongoing use by these organisations.

Crown Park

Current Position

The Town Council supplied electricity and water to the Changing Rooms (the use of which is managed by the Crown Park Association). Water was also provided to the Seaside Social Club.

Charges

- Through the use of sub meters, water charges were recharged on an actual basis, taking account of water consumption at the Changing Rooms, Social Club and the Paddling Pool.
- Electricity used in the changing rooms was fully re-charged to the Crown Park Association.

Proposal

That the current arrangements be retained.

Havelock Park

Current Position

The Town Council supplied electricity and water to the Bowls Pavillion (which is sub-leased to the Havelock Park Bowls Club).

Charges

- Through the use of a sub meter, water charges relating to the use of the Pavilion were fully recharged to the Bowls Club;
- Through the use of a sub meter, Electricity used in the Pavilion was fully re-charged to the Havelock Park Bowls Club. Due to the supply also powering the Splash Pad Cabin, 50% of standing charges were also re-charged to the Bowls Club.

Proposal

- That the current arrangements be retained.

Peoples Park

Parc y Dre Bowls Pavilion

Current Position

The Town Council supplied electricity and water to the Bowls Pavillion (which is sub-leased to the Parc y Dre Bowls Club).

Charges

- Through the use of a sub meter, water charges relating to the use of the Pavilion were fully recharged to the Bowls Club;
- Electricity used in the Pavilion were fully re-charged to the Bowls Club.

Proposal

- That the current arrangements be retained.

Peoples Park Changing Rooms

Current Position

The Town Council supplied electricity and water to the Changing Rooms (which is sub-leased to Llanelli Wanderers RFC).

Charges

- Through the use of sub meters, water charges were recharged on a proportional basis, taking account of water consumption at the Changing Rooms and the Paddling Pool.
- Electricity used in the changing rooms were fully re-charged to the Llanelli Wanderers RFC.

Proposal

That the current arrangements abe retained.

Penygaer Playing Fields

Current Position

The Town Council supplied electricity and water to the Changing Rooms (the use of which is managed by the Penygaer Management Committee (PMC))

Charges

- Through the use of a sub meter, water charges relating to the use of the Changing Rooms were fully recharged to the PMC;
- Electricity used in the Changing Rooms were fully re-charged to the PMC with a 25% discount applied due to use of the Town Council hirings of the Community Room.

Proposal

- That the current arrangements be retained.

Penyfan Park

Current Position

The Town Council supplied electricity and water to the Changing Rooms, Splash Pad Cabin and PLTRA Cabin.

Charges

- Through the use of sub meters, water charges were recharged on a proportional basis, taking account of water consumption at the Changing Rooms and PLTRA Cabin (the Splash Pad has a separate water supply);
- Through the use of sub meters, Electricity used in the PLTRA Cabin were fully re-charged to PLTRA with a charge of 1/3rd of the standing charge applied.

Proposal

That the current arrangements be retained.

Lakefield Community Centre

Current Position

The Town Council supplies electricity and water to the Community Centre and hires the meeting space on rare occasions. The Llanelli Rhythmic Gymnastics Club had exclusive use of the main hall and the 'house' side of the building.

Charges

- Due to the mixed use of the centre, water charges were included in the rental payments made by the Gymnastic Club.
- There were 2 electric meters in the building, charges relating to the 'house' side are fully re-charged with 50% of charges relating to the Community Centre side being recharged to the club.

Proposal

- That the current arrangements be retained.

RESOLVED - That the report be noted and proposals made be approved.

88. PITCH HIRING CHARGES

Consideration was given to the Town Clerk's report report which provided information for members in relation to charges made for use of Town Council managed playing fields. The report provided proposals for the ongoing use of these facilities.

Current Position

Facility	Income (Excl. VAT)	
Penyfan Playing Field (Rugby and Football)		£
	Training	10.00 per hour
	Youth Games	30.00 per game
	Senior Games	45.00 per game
Penyfan Cruyff Court		
	Training	10.00 per hour
Penygaer Field (Rugby)		
	Training	10.00 per hour
	Youth Games	30.00 per game
	Senior Games	45.00 per game

Training sessions were free of charge for teams located within the Town Council catchment area.

Hiring of the pitches at Crown Park and Penygaer / Llanerch Playing Fields were managed by Crown Park Association (CPA) and Penygaer Management Committee (PMC) respectively. However, as a contribution towards ground maintenance costs, a pitch fee charge of £7.50 was raised to PMC, CPA and Llanelli Wanderers RFC (Peoples' Park Rugby) for each pitch marking undertaken at those locations.

It was noted that VAT could not be charged for pitch fees.

A number of clubs had expressed interest in use of Penyfan Playing Fields and it was anticipated that on completion of the Community Centre and Changing Rooms developments, that this would be a busy facility for sporting use. The Town Council charges were set at these levels in order to not be lower than those of the Town Council partners as detailed above.

Proposal

- That the current arrangements be retained.

RESOLVED - That the report be noted and proposal made be approved.

The Meeting concluded at 6.36 pm

BUILDING AND FINANCE COMMITTEE

17th February 2025

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, 17th February 2025 at 5.45 p.m.

PRESENT: Councillors A.R. Bragoli, A.A. Carter, M.D. Cranham J.P, S.A. Curry, D. Ll. Darkin (Leader of the Council), A.S.J. McPherson (Chair), B.A.L. Roberts and P.T. Warlow.

APOLOGIES: Councillors, J.R. Elliott, S. Greaney (Deputy Town Mayor), R. James and G.R. Lloyd.

89. MEMBERS' DECLARATION OF INTEREST

No declarations of interest were made.

90. 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.

91. COMMUNITY FACILITY PROJECT FOR THE BIGYN AND PENYFAN AREA

Further to minute 63 of the Committee Meeting held on the 9th December 2024. Consideration was given to the Town Clerk's report which provided an update on the Community Facility Project for the Bigyn and Penyfan area. The costing information included in the report had been provided following discussion with the Town Council consultant Quantity Surveyors.

The Town Clerk provided a report detailing the difficulties being experienced due to the ground conditions at Penyfan. Additional works were therefore being encountered leading to higher costs. These were currently estimated to total an additional £75,000 was being incurred on the project. These figures were taken into account in the budget outturn information provided to members as part of the Precept report presented to the Town Council.

RESOLVED - That the Committee note the report and make allocations in the 2024-25 budget to reflect these unavoidable costs.

92. SPLASH PADS 2025

Further to Minute No. 84 of the Committee meeting held on 10th February 2025, consideration was given to the following report on proposed Splash Pad use for the 2025 Summer Period.

Purchase orders had been issued to 'The Splash' for the following as agreed at the Committee meeting:

- Replacement cannon feature at Havelock Park £3,615.30
- Activation and De-activation of both parks £4,949.90
- Infrastructure Repairs at both parks £4,511.30

Works were also proposed to re-point the slabs around the Penyfan Splash Pad, with the Consultant Architect's Tender report providing prices as follows:

- Martin Taffetsauffer Construction £4,653.00
- TAD Builders £7,255.00
- Elijah Homes £32,998.87

All Plus VAT

RESOLVED - That the Committee note the report and the lowest tender be accepted for the re-pointing works.

The meeting concluded at 6.00pm

LLANELLI TOWN COUNCIL
JOINT STANDING COMMITTEE ON ESTIMATES

17th February 2025

At the **MEETING** of **LLANELLI TOWN COUNCIL the JOINT STANDING COMMITTEE ON ESTIMATES** held remotely and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 17th February 2025 at 6.05 p.m.

PRESENT: Councillor J.G. Prosser (Town Mayor)

Councillors

Bigyn Ward

M.D. Cranham J.P.
D.Ll. Darkin (Leader of the Council)
P.T. Warlow
J.R. Williams

Elli Ward

S. Williams

Glanymor Ward

A.A. Carter
J.E. Jones, J.P.
S.L. Rees
B.A.L. Roberts

Lliedi Ward

A.R. Bragoli
S. Evans
S. Greaney (Deputy Town Mayor)
R. James
A. Lochrie

Tyisha Ward

S.A. Curry
T. Davies
A.S.J. McPherson

APOLOGIES: Councillors, J.R. Elliott, L. Fenris, G.R. Lloyd and N.J. Pearce

114. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

115. NOTICE OF MOTION

The Town Clerk reported the receipt of a Notice of Motion Proposed by Councillor T. Davies and seconded by Councillor M.D. Cranham J.P. (copies of which were circulated to members prior to the meeting).

The motion was as follows:-

"This Council celebrated its 50th anniversary last year and yet it only began offering payments to members simply for attending meetings following a vote in 2023.

It is important to stress that the Independent Remuneration panel for Wales did not mandate or recommend Town / Community Councils introduce these payments, only that Councils could introduce a payment of up to £30 at their own discretion.

'Town Councillors' attendance allowance expenses are unnecessary, counterproductive and come at an unjustified cost.

The role of a Llanelli Town Councillor has always been recognised as a voluntary one for decades. This motion simply proposes that we return to this be removing the £30 per meeting payment for attendance whether in person or online. This would save the taxpayer about £12,000 each year."

Upon a request from Councillor M.D. Cranham J.P. the motion was put to a recorded vote.

IN FAVOUR OF THE MOTION - Councillors A.A. Carter, M.D. Cranham J.P, T. Davies, R. James, J.E. Jones J.P., S.L. Rees, B.A.L. Roberts, and S. Williams in favour.

Against: Councillors A. R. Bragoli, D.Ll. Darkin (Leader of the Council), S.A. Curry, S. Evans, S. Greaney (Deputy Town Mayor), A. Lochrie, A.S.J. McPherson, J.G. Prosser (Town Mayor), P.T. Warlow, and J.R. Williams against.

THEREFORE RESOLVED – that the motion not be agreed.

116. ESTIMATES OF INCOME AND EXPENDITURE 2025-2026

Members considered a report prepared by the Town Clerk setting out draft estimates for income and expenditure for the financial year 2025/2026 (copies having been previously circulated to members).

Following discussion, a motion was proposed by Councillor D.LI. Darkin to set the precept at £1,537,500, which was seconded by Councillor A.S.J. McPherson.

Councillor S.L. Rees proposed an amendment which was seconded by Councillor S. Williams that:

The Town Council set the precept at £1,512,887.

Following a request from Councillor S.L. Rees that a Recorded Vote be taken on the matter it was:

RESOLVED - that the Motion not be amended with Councillors, A.A. Carter, M.D. Cranham J.P, T. Davies, R. James, J.E. Jones J.P., S.L. Rees, B.A.L. Roberts, and S. Williams in favour.

Against the Amendment: Councillors A.R. Bragoli, D.Ll. Darkin (Leader of the Council), S.A. Curry, S. Evans, S. Greaney (Deputy Town Mayor), A. Lochrie, A.S.J. McPherson, J.G. Prosser (Town Mayor), P.T. Warlow, and J.R. Williams.

The substantive motion was therefore put to the vote where it was:

RESOLVED – that the motion be carried with Councillors A. R. Bragoli, D.Ll. Darkin (Leader of the Council), S.A. Curry, S. Evans, S. Greaney (Deputy Town Mayor), A. Lochrie, A.S.J. McPherson, J.G. Prosser (Town Mayor), P.T. Warlow, and J.R. Williams in favour.

Against the Motion: Councillors, A.A. Carter, M.D. Cranham J.P, T. Davies, R. James, J.E. Jones J.P., S.L. Rees, B.A.L. Roberts, and S. Williams in favour.

THEREFORE IT WAS RESOLVED – that the draft estimates be adopted as presented, and that the Town Council does precept upon Carmarthenshire County Council as the Rating Authority the sum of £1,537,500, this precept representing a Council Tax element of £168.94 for Band ‘D’ properties, representing an increase of £2.70 for the year. The Town Mayor and Town Clerk were authorised to sign and return the necessary paperwork.

The Town Clerk will provide a budget based on these figures for approval by the Building and Finance Committee.

The Meeting concluded at 6.32 p.m.

STEBONHEATH DEVELOPMENT COMMITTEE

17th February 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 **STEBONHEATH DEVELOPMENT COMMITTEE** of LLANELLI TOWN COUNCIL was held **REMOTELY** and at THE OLD VICARAGE, TOWN HALL SQUARE, LLANELLI on Monday, 17th February 2025 at 6.42 p.m.

PRESENT: A.R. Bragoli (Vice-Chair), M.D. Cranham J.P., S.A. Curry (Substitute for Councillor G.R. Lloyd), D.Ll. Darkin (Leader of the Town Council), S. Greaney (Deputy Town Mayor), R. James, J.E. Jones J.P, J.G. Prosser (Substitute for Councillor L. Fenris) (Chair), S.L. Rees, P.T. Warlow, and J.R. Williams.

APOLOGY: Councillor J.R. Elliott, L. Fenris (Chair), and G.R. Lloyd.

30. APPOINTMENT OF CHAIRMAN PRO TEMPORE

As the Chairman had given their apologies, and Vice-Chair was attending remotely it was

RESOLVED – that Cllr. J.G. Prosser (Town Mayor) be appointed Chair Pro Tempore.

31. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

32. FINANCIAL REPORT

Consideration was given to the report prepared by the Town Clerk, giving a detailed analysis of cumulative income and expenditure for the period between 1st April 2024 and 31st January 2025, in the sums of £20,521 and £84,370 respectively (copies having been previously circulated to members).

RESOLVED – that the aforementioned report be approved.

33. 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.

34. STADIUM DEVELOPMENTS

Further to minute 16 of the Committee meeting held on the 31st July 2024, consideration was given to the Town Clerk's report which provided an update on developments at Stebonheath Stadium.

4. Tree project

The removal of the trees forming the boundary between the Stebonheath Car Park and Penallt Terrace was completed in early January. Final costs to Lampeter Tree Services were £2,616.32 plus VAT. These works were followed by a planting project carried out by Carmarthenshire County Council funded by the Welsh Government, Local Places for Nature Fund.

A hedgerow and a number of trees were planted. Further works would soon be carried out to provide a fence along with bulb planting in conjunction with local schools.

5. Electronic Scoreboard

Llanelli Town AFC had recently completed installation of an electronic scoreboard, which is erected on the media suite in the stadium.

6. Stadium Entrance Turnstile Building

The roof of the turnstile entrance building located closest to the Social Club was noted to be collapsing. This necessitated a repair of the roof. Prices were sought from a number of contractors with quotations received as follows:

- H Thomas Roofers £1,815.00
- M Hiorns Construction £3,985.00
- CBD Roofing £1,892.50
- TAD Builders £5,224.00

H Thomas Roofers were unable to undertake the works within the necessary timescale and due to the urgency of the works CBD Roofing were instructed to undertake the repair.

7. Stand Steel Works

Further to minute 29 of the Committee meeting held on the 18th November 2024, requests for tenders for the 2nd stage steel works project would soon be circulated to prospective contractors.

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

35. STEBONHEATH SOCIAL CLUB

Further to minute 28 of the Development Committee meeting held on the 18th November 2024, consideration was given to the Town Clerk's report which provided an update on matters relating to the Social Club.

Rental Position

The Social Club arrears position was noted.

Drainage

The Social Club drainage repair works were nearing completion, these works were to be funded via an insurance claim.

Car Park

Barrier Gate – The tenant had confirmed that the barrier gate was being closed during the evening.

Car Park Generally – The need to remove the cabins / caravans and other items stored in the car park area had again been noted and action was expected by the tenant in the coming weeks.

Electrical Supply

An update was received that the Social Club electrical supply would soon be restored.

RESOLVED - that the report be noted and the actions taken and proposed be approved.

The Meeting concluded at 6.46 pm

SELWYN SAMUEL CENTRE COMMITTEE

17th February 2025.

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 **SELWYN SAMUEL CENTRE COMMITTEE** of LLANELLI TOWN COUNCIL was held **REMOTELY** and at the Old Vicarage, Town Hall Square, Llanelli on Monday, 17th February 2025 at 6.35 pm.

PRESENT: Councillors A.S.J. McPherson (Chair), A.R. Bragoli, S.A. Curry (Vice-Chair), S. Greaney (Deputy Town Mayor), J.E. Jones J.P., A. Lochrie, J.G. Prosser (Town Mayor) (Substitute for J.R. Elliott), P.T. Warlow and S. Williams.

APOLOGIES: Councillors, J.R. Elliott, G.R. Lloyd and N.J. Pearce,

18. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

19. FINANCIAL REPORT

Consideration was given to the report prepared by the Town Clerk, giving a detailed analysis of cumulative income and expenditure for the period between 1st April 2024 and 31st January 2025, in the sums of £42,223 and £77,936 respectively (copies having been previously circulated to members).

RESOLVED – that the report be noted and approved.

20. 2025 INTERNATIONAL SERIES

Further to minute 14 of the Committee meeting held on the 18th November 2024, consideration was given to the Town Clerk's report which provided an update on the Selwyn Samuel Centre hosting the 2025 British Isles International Series on behalf of the Welsh Indoor Bowls Association (WIBA).

Arrangements were being taken forward for the Championships, which would be held from the 7th – 15th March 2025 with regular meetings being undertaken with the Club and Representatives of the event organisers.

In order to support the arrangements for the event, work was required to replace and upgrade the microphone connection point. These works by the PAI Group would cost £450.00.

RESOLVED – that the Council note the report and approve the arrangements being put in place.

21. COMMUNITY TRANSPORT SCHEME

Further to minute 9 of the Committee meeting held on the 9th September 2024, consideration was given to the Administration and Finance Officer's report which provided an update on the Community Transport Scheme Electric Charging points at the Selwyn Samuel Centre.

The project continued to see vehicles being charged by the Community Transport Scheme at the Centre with electrical use noted as follows:

	Dolen Teifi (35p per unit)	Public Use (70p per unit)
July	0 units	22 units
August	69 units	44 units
September	108 units	69 units

Income £157.06 plus VAT

	Dolen Teifi (35p per unit)	Public Use (70p per unit)
October	100 units	116 units
November	78 units	55 units
December	96 units	33 units

Income £231.70 plus VAT

RESOLVED – That the Committee note the report.

22. 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.

23. CONCESSIONAIRE AGREEMENT AND CENTRE CLEANING ARRANGEMENTS

Further to minute number 16 of the Committee meeting held on the 18th November 2024, consideration was given to the Principal Officer's report which provided an update on the Concessionaire Agreement for Committee information and approval.

Rental Position

Rental payments under the current Concessionaire agreement were noted to be up to date, with an outstanding invoice from the gas and electric charges due to be paid.

The current agreement included a provision for annual increases in the rental charges based on RPI / CPI. With these currently being at 3.5%, the rental charge under the agreement would therefore be £10,350 for the 2025-26 year.

Centre Cleaning Arrangements

As approved at the Committee meeting held on the 31st July 2024 (minute number 4 refers), cleaning of the Centre had been carried out by Anyone Waiting (the Concessionaire Company), with a cost of £275.00 per week.

During 2024-25 a number of spot checks had been carried out by Officers and when necessary, reported to Committee. To date the cleaning had been of a suitable standard, and waste collection arrangements under the new Welsh Government regulations appeared to be working well.

Following a discussion with Anyone Waiting, they were happy to continue with the cleaning contract for the year 2025-26. The suggested weekly charge was proposed as £300.00 per week, taking account of increased costs.

Energy Charges

Energy charges were noted to be re-charged to the Concessionaire Company based on actual usage of the areas included in their agreement during the bowls season. During the summer period the charges for the entire building were then re-charged as the Concessionaire Company had use of the bowling arena for their events.

RESOLVED – that the Committee note the report and

- Note the rental charges for 2025-25.
- Approve the continuation of the Cleaning Arrangements for a further year.
- Note and approve the arrangements for energy charges.

The Meeting concluded at 6.40 p.m.