

CYNGOR TREF LLANELLI



LLANELLI TOWN COUNCIL

LLANELLI TOWN COUNCIL

MINUTES

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LLANELLI TOWN COUNCIL
EXTRA-ORDINARY MEETING

7th September 2026

At the **EXTRA-ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held remotely and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 7th September 2026 at 5.00 p.m.

PRESENT: Councillor B.A.L. Roberts (Town Mayor) (Presiding)

Councillors

Bigyn Ward

M.D. Cranham J.P
D.Ll. Darkin
G.R. Lloyd
P.T. Warlow
A.C. Williams
J.R. Williams

Elli Ward

S. Williams

Glanymor Ward

J.E. Jones, J.P.
S.L. Rees (Leader of
the Council)

Lliedi Ward

A.R. Bragoli
A. Lochrie
R. James

Tyisha Ward

S.A. Curry
T. Davies (Deputy Town Mayor)
A.S.J. McPherson
J.G. Prosser

APOLOGIES: Councillors S. Evans, L. Fenris, S. Greaney, N.J. Pearce

52. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

53. PUBLIC PARTICIPATION

The Town Mayor (Councillor B.A.L. Roberts) noted that no members of the public were in attendance at this meeting.

54. LLANELLI DRUG & ALCOHOL PUBLIC SPACES PROTECTION ORDER / NORTH DOCK, LLANELLI: VEHICLE PUBLIC SPACES PROTECTION ORDER

The Town Mayor (Councillor B.A.L. Roberts) welcomed representatives of Carmarthenshire County Council and Dyfed Powys Police to the meeting. The representatives provided presentations on the two proposed Public Spaces Protection Orders that were currently under consultation as follows:

a) Llanelli: Drug & Alcohol Public Spaces Protection Order

It was noted that the currently operating order was proposed for renewal in January 2027 with consideration being given to introducing new dispersal powers as part of the new order.

The order would be introduced by Carmarthenshire County Council and enforced by Dyfed Powys Police.

b) North Dock, Llanelli: Vehicle Public Spaces Protection Order

It was noted that consultation was being undertaken on the possible introduction of a PSPO in January 2027 with regards to vehicle related antisocial behaviour with powers in relation to vehicle gathering and related nuisance in the North Dock area.

The order would again be introduced by Carmarthenshire County Council and enforced by Dyfed Powys Police.

Following the presentation members were given the opportunity to ask questions of the representatives. Following which, the Town Mayor (Councillor B.A.L. Roberts) thanked them for their attendance and they then left the meeting.

Thereafter, the Town Council gave consideration to the Consultation, where it was:

RESOLVED – that the Town Council supports in principle the two proposed Public Spaces Protection Orders and urges continuing detailed consultation on the proposals with residents and businesses in the Community.

The Meeting concluded at 5.50 p.m.

PLANNING, LICENSING AND CONSULTATION COMMITTEE

7th September 2026

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, 7th September 2026 at 6.00 p.m.

PRESENT: Councillors A.R. Bragoli (Substitute for Councillor S. Evans), M.D. Cranham J.P., D. Ll. Darkin, J.E. Jones J.P., A. Lochrie, A.S.J. McPherson, J.G. Prosser, S.L Rees (Leader of the Council), B.A.L. Roberts (Town Mayor), (Substitute for Councillor L. Fenris), A.C. Williams and J.R. Williams.

APOLOGIES: Councillors S. Evans (Vice-Chair), L. Fenris and N.J. Pearce (Chair).

17. APPOINTMENT OF CHAIRMAN PRO TEMPORE

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

RESOLVED – that Cllr. A.C. Williams be appointed Chair Pro Tempore.

18. DECLARATIONS OF INTEREST

No declarations of Interest were made.

19. TOWN AND COUNTRY PLANNING ACT

(1) PLANNING APPLICATIONS

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/11060 The Goods Shed, Marsh Street, Llanelli, SA15 1BG	The provision of floor mounted solar panels and associated palisade fencing to match existing	No Objection

PL/11151 26 Cowell Street, Llanelli, SA15 1UW	External alterations to a listed building for bank closure	No Objection.
PL/11190 2B Great Western Terrace, Llanelli, SA15 2ND	Single Storey side extension comprising a bathroom/wetroom	No Objection.
PL/11247 13 & 15, Lledi Crescent, Llanelli, SA15 3SD	Proposed two storey residential block comprising 4 no. 2 person flats and associated drainage and external works	No Objection.
PL/11216 3 Tunnel Road, Llanelli, SA15 1LE	Demolition of existing single storey lean to kitchen, and replace with new three storey rear extension	No Objection.
PL/11157 Coedcae Comprehensive School, Trostre Road, Llanelli, SA15 1LJ	Construct a DDA compliant concrete ramp in order to provide level access to the upper playing fields and tennis court to the wheelchair bound pupils attending the school. The proposed location of the ramp is in a part of the grounds that is not currently being used by the school	The Committee noted its support for the application.

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

(1) Rra Retail, 110 Long Row, Llanelli, SA15 3AX.

Further to Minute No. 14(1) of the Committee meeting held on the 6th July 2026, the Town Clerk updated members on the application received for a premises licence, Rra Retail, 110 Long Row, Llanelli, SA15 3AX (copies having been previously circulated to members). The Town Clerk noted that confirmation had been received that the application had been considered by the County Council Licensing Committee where approval was granted with reduced hours and conditions included as requested by Dyfed Powys Police. It was further noted that planning permission would still also be required for the proposal.

RESOLVED – that the update be noted.

21. CONSULTATION

(1) Carmarthenshire County Council

Consideration was given to the consultation received from Carmarthenshire County Council on the proposal to relocate the raised plateau on Copperworks Road, Llanelli, adjacent to No. 5 Copperworks Road.

RESOLVED – that the consultation be noted and the Committee stressed the need to engage and consult with local residents and business on the matter prior to a final decision being taken.

22. 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 – Notification of the Emergency Road Closure of Prendergast Street, Llanelli from Wednesday 15th July 2026 to Monday 20th July 2026.
- (2) Carmarthenshire County Council – Notification of the Temporary Road Closure of the B4304, Machynys, Llanelli on Monday, 10th August 2026, for a period of 5 nights.
- (3) Carmarthenshire County Council – Notification of the Emergency Road Closure of Mansel Street Llanelli SA15 1BT on 16/07/26 for a period of 5 days.
- (4) Carmarthenshire County Council – Notification of the Temporary Road Closure of Queen Victoria Road, Llanelli from 12/08/26 – 21/08/26 between the hours of 09:00 and 17:00 hours Excluding Weekends.

- (5) Carmarthenshire County Council - Notification of the Temporary Road Closure of the rear of Annesley Street and Lloyd Street from 24th August 2026, for a period of 5 days.
- (6) Carmarthenshire County Council – Consultation for proposed measures for Station Road.
- (7) Carmarthenshire County Council – Notification of a Temporary Obstruction taking place on Highfield Terrace, Llanelli on Tuesday, 15th September 2026 for a period of 3 days
- (8) Carmarthenshire County Council – Notification of an emergency road closure of Gelli Onn and Hall Street on 27th August 2026 from 19:00 to 21:00.
- (9) Carmarthenshire County Council – Notification of a temporary road closure along the rear lane of Heol Siloh on the 23rd September 2026, for a period of 3 days.
- (10) Carmarthenshire County Council – Notification of a temporary road closure Temporary Road Closure on the C2508 Wern Road, Llanelli on Monday 21st September 2026, for a period of three days
(copies having been circulated previously by email)

The Meeting concluded at 6.14p.m

BUILDING AND FINANCE COMMITTEE

7th September 2026

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, 7th September 2026 at 6.17 p.m.

PRESENT: Councillors, A.R. Bragoli, M.D. Cranham J.P. (Chair), T. Davies (Deputy Town Mayor) (Vice-Chair), G.R. Lloyd, S.L. Rees (Leader of the Council), B.A.L. Roberts (Town Mayor), P.T. Warlow and S. Williams.

APOLOGIES: S.A. Curry, S. Greaney, and R. James

28. MEMBERS' DECLARATION OF INTEREST

Declarations of interest were made on Agenda Item 31.1 (as noted below).

29. FINANCIAL REPORT

(1) BUDGET REVIEW

RESOLVED – that the Income and Expenditure report for the period 1st April 2026 – 31st August 2026, in the sums of £1,087,171 and £634,210 respectively, be approved.

(2) ACCOUNTS FOR PAYMENT

RESOLVED - that the payment schedule showing Direct Debit Nos. 134 – 222 (inclusive) in the sum of £34,646.11, BACS Nos 055 - 130 in the sum of £63,108.74 and Electronic Payments Nos 115 - 202 in the sum of £186,322.40 respectively, be approved.

30. COMMUNITY CENTRES

(1) HIRINGS

Consideration was given to the summary schedule of hirings of all community centres during the months July and August 2026 (copies having been previously circulated to members).

RESOLVED – that the information be noted.

31. APPLICATIONS FOR FINANCIAL ASSISTANCE

(1) GRANT APPLICATIONS

Councillor S. Williams declared an interest in Application a), as he is close friends with one of the groups organisers, as he saw this as a prejudicial interest he withdrew from the meeting prior to discussion and voting thereon.

Councillor S. Williams declared an interest in Application b), as he is a member of the Parc Howard Association as he saw this as a prejudicial interest he withdrew from the meeting prior to discussion and voting thereon.

Councillor T. Davies declared an interest in Application d), as he is familiar with members, as he saw this as a prejudicial interest he 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) **CK Swiss Valley FC**; that a grant of £800 be made
- b) **Parc Howard Association**; that a grant of £300 be made
- c) **APJWW Dialog**; that a grant of £300 be made
- d) **St Pauls Allotment Society**; that a grant of £300 be made
- e) **Parc y Dre Bowls Club**; that a grant of £500 be made
- f) **PLTRA**; that a grant of £500 be made
- g) **Penywaer Management Committee**; that a grant of £300 be made

32. 2025-26 INTERNAL AUDIT REPORT RECOMMENDATIONS

Further to Minute No. 35 of the Extraordinary Town Council Meeting held on the 29th June 2026, consideration was given to the Town Clerk's report on the recommendation provided in the Internal Audit Report (Final) 2025-26 prepared by Auditing Solutions Ltd.

RESOLVED – that the report be accepted.

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. CHRISTMAS TREE PROVISION 2026

Further to Minute No. 39 of the Committee meeting held on 8th September 2025, consideration was given to the Town Clerk's report which provided information to members on possible provision of Christmas Trees in the Community for 2026.

2025 Provision

In 2025 Christmas Trees / Lights were provided as follows:

- Old Vicarage Town Council Offices.
- Havelock Park;
- Llanerch Community Centre;
- Roundabout of Firth Road and Queen Mary's Walk;
- Grassed area between Heol Dderwen and Penyfan Road;
- Bigyn Community Centre.

The Town Council also provided financial support for the provision of a tree at the Hywel Phillips Memorial Garden in Seaside.

The provision of a tree at the Rose Garden at Stradey Park Avenue / New Road in partnership with the Rose Garden project was not possible due to the works being carried out by the County Council on the boundary wall.

2026 Provision

For 2026, should the same provision be implemented the following actions would be undertaken:

- Christmas trees to be put in place at:
 - The Old Vicarage cost £320 for 15ft tree;
 - Havelock Park cost £570 for 22ft tree;
 - Llanerch Community Centre cost £570 for 22ft tree;
 - Bigyn Community Centre cost £570 for 22ft tree;
 - The Rose Garden project cost £570 for 22ft tree.
- Dress the already in place trees at:
 - Roundabout of Firth Road and Queen Mary's Walk;
 - Grassed area between Heol Dderwen and Penyfan Road.

Each option would include security fencing where appropriate and the provision of a dressing and undressing service for the lights. Electrical installation costings are as follows:

• The Old Vicarage	£250.00
• Havelock Park	£494.55
• Llanerch Community Centre	£494.55
• Bigyn Community Centre / Penyfan Park	£472.99
• Penyfan Roundabout	£546.00
• Penyfan Heol Derwen	£442.05
• Rose Garden	£494.55

RESOLVED – that the Committee notes the report and:

- Agrees provision of a tree as in past years for Llanerch Community Centre;
- Agrees provision of a tree as in past years at the Old Vicarage;
- Agrees provision of a tree as in past years at Havelock Park;
- Agrees provision of a tree for Bigyn Community Centre / Penyfan Park;
- Agrees provision of a tree as in past years at the Rose Garden project;
- Agrees the lighting of the trees at:
 - Roundabout of Firth Road and Queen Mary's Walk;
 - Grassed area between Heol Dderwen and Penyfan Road.

The Meeting concluded at 6.27pm

LLANELLI TOWN COUNCIL

ORDINARY MEETING

16th September 2026

At the **ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held remotely and at The Old Vicarage, Town Hall Square, Llanelli on Wednesday, 16th September 2026 at 6.00 p.m.

PRESENT: Councillor B.A.L. Roberts (Town Mayor) (Presiding)

Councillors

Bigyn Ward

M.D. Cranham J.P
D.Ll. Darkin
P.T. Warlow
A.C. Williams
J.R. Williams

Elli Ward

N.J. Pearce
S. Williams

Glanymor Ward

L. Fenris
J.E. Jones, J.P.
S.L. Rees (Leader of
the Council)

Lliedi Ward

A.R. Bragoli
S. Evans

Tyisha Ward

T. Davies (Deputy Town Mayor)
J.G. Prosser

APOLOGIES: Councillors S.A. Curry, S. Greaney, R. James, G.R. Lloyd, A. Lochrie and A.S.J. McPherson

55. MEMBERS' DECLARATIONS OF INTEREST

A declaration of interest was made on item 64 as noted below.

56. PUBLIC PARTICIPATION

The Town Mayor (Councillor B.A.L. Roberts) noted that no members of the public were in attendance at this meeting.

57. 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 Town Council Ordinary Meeting	29 th June 2026	63 - 65
Llanelli Town Council Ordinary Meeting	1 st July 2026	66 - 73
Planning, Licensing, and Consultation Committee	6 th July 2026	74 - 77
Building and Finance Committee	6 th July 2026	78 – 82
Stebonheath Development Committee	13 th July 2026	83 – 88
Establishment Committee	13 th July 2026	89 - 91
Llanelli Town Council Ordinary Meeting	27 th July 2026	92 - 93
Selwyn Samuel Centre Committee	27 th July 2026	94 - 97
Selwyn Samuel Centre Committee	10 th August 2026	98 - 99

58. COUNCILLOR VACANCY

Further to Minute No. 42 of the Town Council meeting held on the 1st July 2026, consideration was given to the Town Clerk's report which provided an update to members on the vacancy for a Member of the Town Council representing the Glanymor Ward.

Confirmation had been received from Carmarthenshire County Council that they had not received a request from ten electors for an election to take place, it was therefore for the Town Council to co-opt a replacement Member.

The Town Clerk reported that 1 expression of interest in Co-option had been received from a Garry Rees-Andrews.

RESOLVED – that the information be noted and Garry Rees-Andrews be invited to be co-opted as a member of Llanelli Town Council for the Glanymor Ward.

59. YSGOL MAES Y MORFA

Further to minute 13 of the Adjourned Annual Meeting of Llanelli Town Council held on the 14th May 2026, considered was given to the Town Clerk's report that noted that following the resignation of Amanda Carter as a member of the Council, the Town

Council had been made aware of a vacancy for a Governor Representing Llanelli Town Council on the Governing Body of Ysgol Maes y Morfa.

The Town Council was therefore invited to nominate a member to serve as Governor on the Ysgol Maes y Morfa Governing Body.

RESOLVED – that the Council notes the report and nominate Councillor J.E. Jones J.P. to represent the Town Council on the Ysgol Maes y Morfa School Governing Body.

60. COMMUNITY DEVELOPMENT AND ACTIVITY

(1) Community Activities

- **Healing the Divide – “More in Common” Partnership** - The Town Council continued to work alongside a wide range of community partners, the Jo Cox Foundation and local people who were committed to building stronger, more connected communities as part of the “More in Common” Partnership. Since the partnership was launched in June, the group had met on two occasions and had agreed a constitution to guide its work. Partners were now reviewing and developing a programme of activities through to 2027, focusing on community cohesion, inclusion, and participation. Support for Holocaust Memorial Day in January and Hate Crime Awareness Week was also being explored as part of the partnership’s ongoing commitment to promoting understanding, respect and safer communities. This would provide valuable learning opportunities focused on safety, community awareness, wellbeing and civic responsibility.
- **Summer Activity Programme 2026** - This year’s Summer Activity Programme had flourished across all five wards, benefiting from the excellent weather experienced throughout the summer. Participation had continued to grow, with children and young people engaging positively in a wide range of activities. The programme had provided valuable opportunities for recreation, social interaction, and community participation across Llanelli.
- **Home Schooled Sports Day** - Penygaer Playing Fields hosted a successful Home-Schooled Sports Day, providing children educated at home across Llanelli and the County with an opportunity to participate in organised sporting activities that they may not ordinarily experience through traditional school sports days. The event also included a community picnic, with next year’s date already secured.
- **Future Communities Network** - Llanelli Town Council had established a new collaborative network bringing together neighbouring town and community councils, including Ammanford, Pembrey and Burry Port and Llanelli Rural Council. The network provided an opportunity to collaborate, share best practice and explore how organisations can support one another. The September meeting focused on maximising council-owned assets to support sports days, half-term camps and community programmes delivered in partnership with the Scarlets and Actif.

- **‘Cymru Lan’ Litter Picks** - Llanelli Town Council was working in partnership with Keep Wales Tidy and Carmarthenshire County Council’s Litter Team to deliver a coordinated programme of litter-picking activities across all nine primary schools within the Llanelli Town Council area. Each school will participate in three litter picks throughout the academic year, promoting environmental responsibility, community pride and positive attitudes towards maintaining clean local surroundings.
- **Merched Y Wawr Chair Activities** - The Sports, Youth and Activity Officer is delivering a chair-based exercise class in partnership with Merched y Wawr at The Diplomat Hotel in Llanelli. The sessions provide women with an opportunity to participate in gentle, low-impact physical activity through the medium of the Welsh language.
- **Paddling Pool activities 2026** - The summer 2026 paddling pool season was a great success, providing a popular, free, well-used community facility throughout the school holidays. A team of 11 staff members, supported by Town Council Officers, worked together to deliver the pool programme seven days a week (weather permitting), ensuring the facility was safe, welcoming, and accessible for local families.

RESOLVED - That the information be noted.

(2) Policy and Strategic Meetings

Officers were working with partners; examples included:

- Llanelli Multi Cultural Network Drop-in Centre Support
- Pentre Awel
- Parliament
- Active
- Hywel Dda Health Board
- Communities For Work C4W
- Llanelli Community Partnership
- Healing the divide
- More in Common Partnership
- People Speak Up
- Actif Sir Gar
- Tyisha Community Team
- Menter Cwm Gwendraeth Elli
- Scarlets Community Team
- Hearts and Crafts
- Democracy Group Cymru
- Llanelli Market team CCC
- Swansea Uni

RESOLVED - That the information be noted, and actions taken be approved.

61. NOTICE OF MOTION

The Town Clerk reported the receipt of a Notice of Motion Proposed by Councillor M.D. Cranham J.P. and Seconded by Cllr. A.C. Williams (copies of which were circulated to members prior to the meeting).

The motion was as follows:-

‘Motion: Consultation on the name of Bigyn Community Centre

Llanelli Town Council recognises the work of all its council members and officers in bringing the new Community Centre to Penyfân.

This Council also recognises that following over a year of operation, there is now an opportunity for a consultation to be undertaken with residents, community groups, users of the centre and other relevant stakeholders regarding the long term name of the current Bigyn Community Centre. The purpose of the consultation would be to establish which name best reflects the local community, its identity, heritage and the area served by the centre, while ensuring that the views of those who use and support the facility are fully considered.

Council recognises that the name of a community facility can play an important role in fostering a sense of belonging, pride and shared identity.

Council therefore resolves:

1. To undertake a public consultation on the name of the Bigyn Community Centre including the potential of renaming the Centre;
2. That the Council will Consult with local residents, community organisations, centre users and other relevant stakeholders;
3. That the Consultation will consider proposals for alternative names;
4. That Officers will be asked to bring the findings of the consultation back to Llanelli Town Council for consideration and a final decision.

This motion represents a symbolic step towards uniting and strengthening community identity, ensuring that the name of the centre reflects and represents the community it proudly serves.’

During discussions on the matter a request was made for provision of the likely financial cost of the proposed consultation process.

Following further discussion and consideration of the matter, it was:

RESOLVED – that the motion be agreed.

62. NURSING PROVISION AT YSGOL HEOL GOFFA

Further to Minute No. 45 of the Town Council meeting on 1st July 2026, consideration was given to the letters received from the Welsh Government Cabinet Minister for Health and Social Care in response to the resolution agreed by the Town Council in relation to Nursing Provision at Ysgol Heol Goffa, Minute No. 45 of the Town Council meeting held on the 1st July 2026, refers.

RESOLVED – That Members noted the intention to publish new integrated guidance on health care provision for children with complex needs, but that this was unlikely to be available until 2027. In the interim, the Town Council would request that the Cabinet Minister confirms what additional safeguards were being put in place for this academic year for the pupils of Ysgol Heol Goffa while these final proposals were being formulated.

The Town Council would also request that it be further updated on the matter and provided with an opportunity to comment on the content of the guidance prior to publication of the document.

Finally, the Town Council also noted its intention to continue to keep this matter under review pending further developments or updates from Hywel Dda University Health Board, Carmarthenshire County Council and indeed the Welsh Government.

63. ONE VOICE WALES

Further to Minute No. 17 of the Adjourned Town Council Annual Meeting of 12th May 2025, consideration was given to the request for motions to the One Voice Wales Annual Meeting.

RESOLVED - That the information be noted.

64. PRIDE IN PLACE PROGRAMME

Councillor D. Ll. Darkin declared an interest in this item as he is engaging with the Programme separately as an individual. As he saw this as a prejudicial interest, he withdrew from the meeting prior to the discussion and voting thereon.

Further to Minute No. 46 of the Town Council meeting held on the 1st July 2026, consideration was given to the Town Clerk's report which provided an update to members on the administrative arrangements around the Pride in Place Programme.

Meetings of the Programme Board had been ongoing with additional Working Groups also being put in place to assist the Board. Proposals had therefore been provided as set out below for Town Council representation as follows:

Pride in Place Programme Board:

Cllr M.D. Cranham J.P. had asked to step down from the Pride in Place Programme Board. It had therefore been proposed that the Town Council Leader would now also represent the Town Council on the Board moving forward.

Confirmation had also been received that Town Council Officer attendance was approved on the Programme Board in an Observer or Advisory capacity as and when required or felt necessary.

Proposed Town Council Member Representation on Working Groups:

- Heritage, Culture, Welsh Language & Creative Industries – Cllr Janet Williams;
- Health, Wellbeing & Community Resilience – Cllr Louvain Roberts;
- Trade, Commerce & Hospitality – Cllr Terry Davies;
- Environment & Green Spaces – Cllr Nick Pearce;
- Children, Youth, Education & Learning – Cllr Shaun Greaney.

Proposed Town Council Officer Representation on Working Groups:

- Heritage, Culture, Welsh Language & Creative Industries - Arfon Davies;
- Environment & Green Spaces - Delyth Jones;
- Children, Youth, Education & Learning - Sion Thomas.

RESOLVED - That the information be noted.

65. FREEDOM OF INFORMATION ACT – PUBLICATION SCHEME

Further to Minute No. 32 of the Town Council meeting held on the 15th June 2022 where the current Freedom of Information Act Publication Scheme was approved and Minute No. 35 of the Town Council meeting held on the 29th June 2026, where the Town Council Internal Auditor noted a need to update the Publication Scheme. Consideration was given to the Town Clerk's report that provided the updated Scheme for Town Council approval, upon review of the documents, minor amendments were noted and these were marked in red for member information.

RESOLVED – That the Town Council approve the amended Freedom of Information Publication Scheme.

66. LOVE LLANELLI WEBSITE

Consideration was given to the Town Clerk's report that noted the that the Town Council continues to maintain ownership of the Love Llanelli Website - www.lovellanelli.co.uk. The website had been updated using funding from the UK Government Community Renewal Fund in 2022, in a project supported by Carmarthenshire County Council and Ymlaen Llanelli / Llanelli BID.

Meetings had recently been held with the Llanelli Chamber of Trade and Commerce and Ymlaen Llanelli / Llanelli BID to look at further developing and updating the site. The Chamber President had taken this forward, but now needed the Town Council website developer to take forward some areas of work. The cost of this had been suggested at £450.00.

RESOLVED - that the report is noted and further information on the suggested works be sought to enable a final decision to be taken.

67. TOWN COUNCIL STANDING ORDERS

Further to Minute No. 28 of the Town Council meeting held on the 7th June 2023 where the current Town Council Standing Orders were approved, an updated model document had been received from One Voice Wales. The updated document was provided for Town Council approval, upon review of the documents, minor amendments were noted to SO 33.H.

RESOLVED – That the Town Council approve the amended Standing Orders

68. 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 – Y Llais Magazine.
- (2) One Voice Wales – Minutes of Carmarthen Area Committee meeting held on the 15th April 2026.
- (3) One Voice Wales - What Community and Town Councils are Achieving Across Wales.
- (4) Carmarthenshire County Council – Town and Community Councils Update.
- (5) One Voice Wales – Minutes of larger Councils Committee held on the 15th April 2026.
- (6) One Voice Wales – Training events June – December.
- (7) Mid and West Wales Fire and Rescue - Calon Tân Magazine.
- (8) Carmarthenshire County Council – Information on the Public Service Boards Assessment of Local Well-being.
- (9) PLTRA – Minutes of the meetings held on the 4th June and 23rd July 2026.
- (10) Carmarthenshire County Council – Code of conduct training held on the 29th July 2026.
- (11) One Voice Wales – E-bulletin.
- (12) One Voice Wales – Minutes of the meeting of the Carmarthen Area Committee meeting held on the 14th July 2026.
- (13) Carmarthenshire County Council – Town and Community Councils Update.
- (14) One Voice Wales – Practice Development Note, The Role of the Chair in Meetings.

- (15) Ymlaen Llanelli – Notification of Ymlaen Llanelli AGM on the 15th September 2026 and Minutes of the Board meeting held on the 8th July 2026.
(16) Carmarthenshire County Council – Update on likely completion date for the Dafen Footbridge between Penyfan Quarry and Trinity / Ropewalk Road.

69. 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.

70. JUDICIAL REVIEW APPLICATION

Further to Minute No. 111 of the Town Council meeting held on the 4th March 2026, where the Town Council approved the removal of the Member Attendance Allowance with immediate effect. Consideration was given to the Town Clerk's report making members aware of an application that was being made for a Judicial Review to be undertaken regarding the decision taken.

The report confirmed the background and process currently being taken forward. The matter was noted to now be awaiting consideration by a judge, who would decide whether to grant or refuse permission for a Judicial Review.

Further information would be provided to the Town Council when a decision was made.

RESOLVED – That the Town Council note the report.

The Meeting concluded at 7.00 p.m.

SELWYN SAMUEL CENTRE COMMITTEE

16th September 2026.

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 Wednesday, 16th September 2026 at 7.04 pm.

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

APOLOGIES: Councillors A.R. Bragoli, S.A. Curry, S. Evans (Chair), R. James, G.R. Lloyd, A. Lochrie, A.S.J. McPherson and A.C. Williams.

13. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

14. 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 2026 and 31st August 2026, in the sums of £11,783 and £40,362 respectively (copies having been previously circulated to members).

RESOLVED – that the report be noted and approved.

15. BOWLS CLUB

1. Meeting

Members received for information the minutes of the meeting held with the Llanelli Indoor Bowls Club on the 24th August 2026 (copies having been previously circulated to members).

RESOLVED – that the minutes be noted.

16. PREPARATIONS FOR THE 2026-27 BOWLS SEASON

Further to Minute No. 12 of the Committee meeting held on the 8th September 2025, consideration was given to the Town Clerk's report on arrangements for the 2026-27

bowls season following the meeting held with representatives of Llanelli Indoor Bowls Club on the 24th August 2026.

A proposal was made for fees and charges for the year as follows:

2026-27 (2025-26)

Green Fees

Club League Matches	£10.00 per hour (£9.20)
Members	£7.50 per hour (£6.80)
Non-Members	£10.60 per hour (£10.40)

Vacant rinks (not booked in advance) Members only

Single person	£3.50 per hour (£3.30)
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Club Tournaments Rink Hire

Singles	£5.00 per rink per hour (£4.60)
Pairs	£5.00 per rink per hour (£4.60)
Triples	£7.50 per rink per hour (£6.90)
Rink	£10.00 per rink per hour (£9.20)

Junior Coaching

Saturday Morning	£2.00 per rink per hour
Lockers	£3.50

In addition the Annual Administration Fee to the Club would be retained at £5,500. The desk duty payment was proposed to increase to £20.00.

The bi-annual inspection of the PA system was undertaken in July with the system being found to be needing replacement. This was completed with a cost of £425.00 plus VAT.

RESOLVED – that the report be noted and that the proposal agreed with the Llanelli Indoor Bowls Club be endorsed and approved by the Committee.

17. 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.

18. CENTRE LICENSING ARRANGEMENTS

Further to Minute No. 11 of the Committee meeting held on the 10th August 2026, consideration was given to the Principal Officer's report which provided an update on the proposal to provide CCTV Facilities for the Selwyn Samuel. A tender was developed with the support of Dyfed Powys Police (available to members) for a CCTV system with coverage as detailed in Annex 1. Suppliers as recommended by Dyfed Powys Police were contacted to provide tenders with a closing date of the 7th September 2026.

Tenderers were requested to provide pricing information to include for NDAA Compliant systems. This was noted as:

NDAA compliance refers to adhering to the requirements of the National Defense Authorization Act (NDAA), specifically Section 889 of the 2019 Act, which restricts the procurement of video surveillance equipment from certain Chinese companies.

Although this Act originates from the USA, it's a growing term amongst various businesses and agencies who now require it from surveillance companies to enhance their security.

Therefore, an NDAA-compliant camera is one that is not produced by any of the named Chinese manufacturers prohibited under Section 889.

NDAA-compliant cameras are becoming increasingly common in the UK, especially for Public Sector organisations. The purpose of this legislation is to prevent potential vulnerabilities associated with security equipment.

www.wcctv.co.uk

The systems proposed would provide for between 20-22 cameras and be viewed off site via a desktop / mobile app from the Town Council Office / by nominated officers.

Tenders were received as follows:

NDAA Compliant

- | | |
|--------------------------------|---------------------|
| • Dyfed Alarms | £12,468.00 plus VAT |
| • Action Surveillance and CCTV | £10,906.00 plus VAT |
| • Com Link Fire and Security | £14,881.70 plus VAT |

Non NDAA Compliant

- | | |
|--------------------------------|---------------------|
| • Dyfed Alarms | £13,134.00 plus VAT |
| • Action Surveillance and CCTV | |
| • Com Link Fire and Security | £9,820.25 plus VAT |

If approved an application for a Minor Variation of the Centre License would also be made to the Carmarthenshire County Council Licensing Department.

RESOLVED – that the Committee note the report and approve progression of an NDAA Compliant system by the lowest tenderer.

19. CONCESSIONAIRE AGREEMENT AND CENTRE CLEANING ARRANGEMENTS

Further to Minute No. 12 of the Committee meeting held on the 10th August 2026, consideration was given to the Principal Officer's report which provided an update on the Concessionaire Agreement for Committee information.

Rental Position

The Concessionaire Rental position was noted to be up to date with regular payments made as per their agreement up to the 1st September 2026.

Cleaning Arrangements

In readiness for the Bowling Season, cleaning hours had been returned to 14 hours per week from the 1st September 2026.

2026-27 Bowling Season Arrangements

Meetings had taken place with the Concessionaire Staff in relation to putting arrangements in place for the new bowling season

RESOLVED – that the Committee notes the report.

The Meeting concluded at 7.11 p.m.

ESTABLISHMENT COMMITTEE

16th September 2026

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 Meeting of the **ESTABLISHMENT COMMITTEE** of LLANELLI TOWN COUNCIL was held **REMOTELY** and at The Old Vicarage, Town Hall Square, Llanelli on Wednesday, 16th September 2026 at 7.13 p.m.

PRESENT: Councillors S.L Rees (Leader of the Council - Chair), M.D. Cranham J.P., D. Ll. Darkin, T. Davies (Deputy Town Mayor), L. Fenris, B.A.L. Roberts (Town Mayor) and P.T. Warlow (Substitute for Councillor A.S.J. McPherson).

APOLOGY: Councillor S. Evans, A.S.J. McPherson and S. Williams.

9. MEMBERS' DECLARATIONS OF INTEREST

No Declarations of Interest were made.

10. 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.

11. TOWN COUNCIL STAFFING ARRANGEMENTS

Further to Minute No. 7 of the Establishment Committee meeting held on the 13th July 2026, consideration was given to the Town Clerk's report that provided an update on the Town Council staffing arrangements for Committee approval.

1. Administrative Assistant

Interviews were noted to have been held for the Temporary Full Time Role to cover for the Administrative Officer's 1 year sabbatical period (commencing the 18th September 2026) on the 28th July 2026. Sophia Soules was appointed to the role. Additionally, as a result of Katie Davies (the Temporary Part Time Administrative Assistant), leaving the Town Council for a full time role elsewhere, Sophia commenced work with the Town Council on the 10th August 2026.

2. Administrative and Financial Officer

The Administrative and Financial Officer was noted to have returned to work from her Maternity Leave Period on the 1st September 2026.

3. Community Centre Caretakers

The Community Centre Caretaker for Llanerch and Wesleyan Community Centres was noted to be retiring on the 5th December 2026. Authorisation was therefore given to advertise for a replacement staff member.

RESOLVED – That the Committee note the report and approve the actions undertaken and proposed.

The Meeting concluded at 7.16 p.m.