

# CYNGOR TREF LLANELLI



**LLANELLI TOWN COUNCIL**

# LLANELLI TOWN COUNCIL

## MINUTES

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**LLANELLI JOINT BURIAL ADVISORY COMMITTEE**

**Minute Nos. 29 - 33**

At the Meeting of the **Llanelli Joint Burial Advisory Committee** held at Vauxhall Buildings, Vauxhall, Llanelli, and via remote attendance on Wednesday, 13 December 2023 at 4:00 pm.

**Present:** Cllr. A. J. Rogers (Chairman)

**Cllrs.**

D. L. Darkin	N. Evans
T. M. Donoghue	S. N. Lewis
J. S. Phillips	

Together with Mr A. Davies (Town Clerk)

**29. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. S. Greaney, B. A. L. Roberts and J. Williams.

**30. MEMBERS' DECLARATIONS OF INTEREST**

No declarations of interest were made.

**31. MINUTES**

**RESOLVED** that the following minutes (copies of which had been previously circulated) be confirmed and signed as a true record of proceedings.

Special Meeting - 8 November 2023

**32. MATTERS ARISING  
DRAFT INCOME AND EXPENDITURE ESTIMATES**

Further to Minute No. 24, the Secretary informed members of the fall in interest rates since the last meeting and after a brief discussion it was

**RECOMMENDED** not to alter the rate of 3% to be applied to the draft income and expenditure estimates.

**33. INCOME AND EXPENDITURE REPORTS**

**RECOMMENDED** that the income and expenditure report up to 31 October 2023 be noted.

.....  
The meeting concluded at 4.05pm

.....

**LLANELLI TOWN COUNCIL**

**ORDINARY MEETING**

10<sup>th</sup> January 2024

At the **ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held remotely and at The Old Vicarage, Town Hall Square, Llanelli on Wednesday, 10<sup>th</sup> January 2024 at 6.00 p.m.

**PRESENT:** Councillor N.J. Pearce (Town Mayor) (Presiding)

**Councillors**

**Bigyn Ward**

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

**Elli Ward**

**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  
R. James  
A. Lochrie

**Tyisha Ward**

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

**APOLOGIES:** Councillors, J.R. Elliott, L. Fenris, and J.P. Jenkins.

## **87. MEMBERS' DECLARATIONS OF INTEREST**

Declarations of interest were made on items 90 and 93.

## **88. PUBLIC PARTICIPATION**

Further to Minute No. 77 of the Town Council meeting held on 6<sup>th</sup> December 2023, the Town Mayor (Councillor N.J. Pearce) noted that no members of the public were in attendance at this meeting.

## **89. 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	8 <sup>th</sup> November 2023 154 - 156
Llanelli Town Council Ordinary Meeting	6 <sup>th</sup> December 2023 157 - 167
Establishment Committee	11 <sup>th</sup> December 2023 168- 171
Planning, Licensing and Consultation Committee	11 <sup>th</sup> December 2023 172- 174
Building and Finance Committee	11 <sup>th</sup> December 2023 175- 177

## **90. FREEDOM OF INFORMATION REQUEST**

Councillors A. Bragoli, S. Greaney, R. James and A. Lochrie, declared their interest in this item as being members of the Caru Lliedi Group they were mentioned in the complaint investigation report, as they considered this to be a prejudicial interest they withdrew from the meeting prior to the discussion on the matter.

Further to Minute No. 86 of the Town Council meeting held on the 6<sup>th</sup> December, the Town Clerk provided a verbal update to members that a Freedom of Information Act Request had been made by the Llanerch Community Group for provision of the complaint report along with all correspondence between the Town Council and the One Voice Wales Complaint Investigator on the matter. The Town Clerk confirmed that these documents had been provided as required by the Act.

**RESOLVED** – That this information be noted.

## **91. PRINCIPAL OFFICER'S COMMUNITY DEVELOPMENT REPORT**

Further to Minute No. 79 of the Town Council meeting of 6<sup>th</sup> December 2023, consideration was given to the Principal Officer's Community Development report (copies having been previously circulated to members). The report dealt with the following:

## **(1) Updates and Activities**

### **Community**

#### **Meet the Mayor and Civic Structures**

Officers facilitated alongside Town Mayor Cllr Pearce in the delivery of 3 workshops with Coedcae and Bryngwyn schools and Coleg Sir Gâr. The workshops worked along the national curriculum. 79 young people took part in the workshops. A further workshop took place at Coleg Sir Gar with 93 young people on the Public Services Course. Meet the Mayor for the 8 primary schools (240 young people would be invited) was planned for March 2024. The focus in the New year would be the completion of the online democracy information webpage which would be shaped by young people from the College. Meetings continue to take place with Louise Morgan of the Carmarthenshire County Council democracy improvements team.

#### **Christmas Activity 2023**

The Christmas period in 2023 had seen a number of activities from the Mayor's Christmas card design by Old Road School, support for community groups Christmas activities and support for the Christmas food hamper scheme with Llanelli Community Partnership. During December support was given to the Food Stations with visits undertaken to food banks.

#### **Cook / Skills 24**

Officers continued to support Cook24 to connect within our 8 primary schools offering basic cooking skills onsite and visits to local food producers. The project would run alongside the National Curriculum and would be a free resource for the College. The project would launch on the 26<sup>th</sup> January with food stalls and demonstrations at the Antioch Centre where the project would be based for the remainder of 2024. Everyone was welcome to attend.

#### **Armed Force Covenant**

A good working relationship was noted with the Armed Forces Covenant Coordinator with Officers attending the Covenant meetings which were held every 4 months. Support was given to several projects in Llanelli, including The Links project, The Breakfast Clubs, and national events such as Armed Forces Day and Remembrance Sunday. 2024 would see the 80th anniversary of the D-Day Landings with consideration being given by Veteran's Groups to possible events to mark the anniversary.

## **Penygaer / Crown Park / Community Sensory Garden**

Members, Officers, and volunteers had been working hard to create the Penygaer Sensory Garden. October and November had seen work carried out on sleeper beds, wildflower turf, bulb planting and over 60 tree saplings from the Woodlands Trust being planted. A further 120 sapling trees had been planted in December in 4 locations in Crown Park. Penygaer school continued with their filming project on the garden which forms part of their work for this year's curriculum for year 6 with a logo design presentation with the Community Green Network taking place in early December.

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

**This meets goals 1, 2, 3, 4, 5,6 and 7 of The Wellbeing of Future Generation Act 2015.**

### **(2) Policy and Strategic Meetings**

Officer meetings held included:

- Cook / Green 24 project
- Llanelli Multi Cultural Network Drop-in Centre Support
- Penygaer School
- Penrhos School
- Stebonheath School
- Coedcae / Strade Schools
- Llanelli Good Shed
- Community Green Network
- Llanelli Community Partnership
- Anyone Waiting Selwyn Samuel Centre
- Selwyn Samuel Centre Bowels Group
- Transforming Town Centre Team Carmarthenshire County Council
- One Voice Wales
- Tesco Trostre
- Ty Gwyn Church
- Antioch Centre
- The Magpies

### **Funding Applications being supported / working with community organisations.**

- Officers continued to work on funding applications for Penyfan Community Facility. Several meetings had taken place recently and the planning application had been submitted.
- Solar Panel funding was being sought for Penygaer and Penyfan facility projects.
- Community development garden for Coedcae and Penygaer Schools, funding was being sourced from Lottery Heritage funding.



## Strategic Work Programme Reviews

- Work with *Cymru Can* as part of the current Wellbeing of Futures Generations Act continued.

### (3) Dates for Diaries, Community Activity examples For January 2024

#### Community activity-

- Hearts and Crafts Paddock Street, 2.00pm – 3.30pm Mondays.
- Mondays, Fan group meeting Llanelli Goods Shed 10.00am-11.30am.
- Mondays, Age Cymru 50+ Carers Group 11.00am-12.30 Llanelli Goods Shed
- Multicultural Network every Tuesday from 10.30am - 12.30pm at EJs.
- Young People Speak Up drop-in every Wednesday 5.00pm – 7.00pm - at the Ffwrnes Fach.
- Story Care and Share – gathering and connectivity project, 11.00am every Wednesday at the Ffwrnes Fach.
- Wednesday, The Craft Shed at the Goods Shed 11.00am – 12.30pm.
- Cosy Coffee at The Vestry Llanelli every Thursday 10.00am – 3.00pm.
- Morfa Youth Drop-in – Thursday, Bwlch Community Centre 4.00pm – 6.00pm. TBC.
- Men in Conversation every Thursday, 10.00am to 3.00pm – 4.30pm at the Ffwrnes Fach.
- People Sing Up every Thursday 10.30am – 12.00pm at the Ffwrnes Fach.
- Thursdays, Magpies 50+ Group, Goods Shed 11.00am.
- Elevenses dementia project 11.00am – 12.30pm Fridays at the Ffwrnes Fach.
- Neuro project fortnightly Fridays at the Ffwrnes Fach 1.30pm- 2.30pm.
- Homeless provision being provided in Llanelli (however may be subject to change):
  - Ty Gwyn continued to support on a Saturday evening as a warm hub– 5.30pm – 7.00pm.
  - Greenfield Baptist Church on a Wednesday.
  - Sospan Soup Station were supporting on a Sunday night as a food station but also as a food hub at Paddock Street Community Centre 5.30pm – 7.00pm.

## 92. SPORT, YOUTH AND ACTIVITY OFFICER'S REPORT

Further to Minute No. 80 of the Town Council meeting of 6<sup>th</sup> December 2023, consideration was given to the written report of the Sport, Youth and Activity Officer (copies having been previously circulated to members). The report dealt with the following.

### (1) Community & School Activities

- **New Year Activities** – Emails to schools & social media posts promoting the new year activities timetable for the wards of Llanelli were published, providing opportunities to experience a range of sporting sessions. The sessions at the

Cruyff Court through 2023 had seen an increase to an average of 25 children taking part in each session.

- **Schools Sessions** – Sessions and Activities were being run within Stebonheath School & Old Road School to develop and broaden the primary schools' teachers' ideas and perception on physical education lessons. This was helping to provide and establish links with school sport and community sport. A variation of sports and activities would be played at the end of the school term, opportunities were to be given for community clubs to signpost pupils to their clubs.
- **Coleg Sir Gar ALN & Strade Youth Leader** – Coleg Sir Gar's Additional Learning Needs (ALN) unit bowling sessions had been a great success. The sessions with the SYAO in partnership with Llanelli Indoor Bowls club had seen around 25 weekly participants of the college attend the session at the Selwyn Samuel Centre. Strade's Youth Leaders programme from last year had also shown an interest in assisting the delivery of the bowls sessions in the new year.
- **Scarlets Girls Only Festival** – Alongside the Scarlets Community team, 14 Llanelli & District schools brought a girl only team to Coleg Sir Gar for an inspiring day of tag rugby. Scarlets U18 ladies team officiated the games in addition to the Scarlets interns. Tesco Community Champion Lisa Lewis had supported the girls in their activities by providing the schools with water and fruit. In 2024 a key focus with The Scarlets will be to develop the player pathway for young female rugby players.
- **Nursery Sessions** – Nursery & Toddler sessions had been organised with Cylch Meithrin Llanerch & Morfa Family Centre, with St Pauls due to confirm. This would support the nursery and family centre staff in delivering activities to promote keeping active and healthy while tackling the rising percentage of children obesity levels within Llanelli.
- **Cruyffian Course Training** – The SYA Officer had attended an insightful two-day course in Liverpool's Anfield Community Complex with other organisations attending who also have Cruyff Courts. Good practice and different projects were discussed to establish a connection between the courts across Wales, England, and Scotland. Links had been established between Everton FC in the Community & Liverpool FC Foundation to look at the possibility for a court twinning between the organisations. Equipment & Small-scale funding had also been given by the Cruyff Foundation to support future work in 2024. A meeting and review with the Foundation took place in December with the Foundation reporting that they are pleased with the work undertaken at the Court to date. Further branded signage at the court would go up in the new year.
- **Syrian Sir Gar End of Year Celebration** – In partnership with Syria Sir Gar Wesleyan Community Centre hosted fun mini games for the group. In addition to the check in it was an opportunity to consult with the children on a future work programme. The children spoke of their day-to-day struggles with racism and methods in which this could be reduced and avoided, their coping practices and where they play in Penyfan. Sessions are due to resume in January 2024.
- **Carmarthenshire Sports Network** – Llanelli Town Council had been invited to take part in the new Carmarthenshire Sports Partnership, to be a part of the bigger scheme of the new 'Sports Partnership' there were five sport partnerships

spanning across Wales. Llanelli falls into the Southwest Wales region. The new Sport Wales initiative connects sports across Wales encouraging National Governing Bodies such as WRU, FAW, Welsh Athletics to work more closely with the likes of Llanelli Town Council and other sports delivering organisations. The first meeting was held in Carmarthen Leisure Centre on the 18<sup>th</sup> December.

- **LMCN ‘New Year, New Me’** – Following consultation with the Llanelli Multi Cultural Network and the Hywel Dda University Health Board, 2024 would see the introduction of the ‘New Year, New Me’ scheme which would consist of chair-based activities and light exercise to keep the participants fit and healthy while the NHS staff would promote healthy eating. This was to happen every first Tuesday of the month through 2024.

**RESOLVED** - That the information be noted.

## **(2) Activities Planned Short Term / Long Term**

Sporting activities were being developed with planned short term and long-term activities working independently and in partnership with others as follows:

- Syria Sir Gar Football weekly session Wednesday’s 5.00pm - 6.00pm Cruyff Court in Penyfan;
- Football sessions held weekly Monday’s 4.00pm – 5.00pm at the Cruyff Court in Penyfan;
- Weekly CSG ALN Bowls Sessions to be held at the Selwyn Samuel Centre Friday’s 12:00pm – 1:00pm.
- New Year, New Me’ scheme first Tuesday of the month, EJs.
- Scarlets Rugby Festival 25<sup>th</sup> January

**RESOLVED** - That the information be noted.

## **93. LLANELLI CITY STATUS CAMPAIGN**

Councillor D.L1. Darkin declared a personal interest in this item, as he is the President of Llanelli Chamber of Trade and Commerce, as he considered this to be a prejudicial interest he therefore withdrew from the meeting prior to the discussion and voting thereon.

Consideration was given to the letter received from the Llanelli Chamber of Trade and Commerce (copies having been previously circulated to members).

The letter asked for support from the Town Council for the launch of the Chamber of Trade and Commerce campaign for City status for Llanelli.

Following discussion, a motion was proposed by Councillors A. Bragoli and seconded by Councillor R. James that:

The Town Council give support to the application from Llanelli Chamber of Trade and Commerce, for the Llanelli City Status Campaign.

An amendment to the motion was proposed by Councillor M. D. Cranham J.P. and seconded by Councillor T. Davies that consideration of the matter be deferred until the next meeting of the Town Council to enable further information to be gathered on the campaign.

Following a request from Councillor A.S.J. McPherson that Recorded Vote be taken it was:

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

**Against the Motion:** Councillors A.R. Bragoli, S.A. Curry, S. Evans, S. Greaney, R. James, G.R. Lloyd, A. Lochrie, A.S.J. McPherson, N.J. Pearce (Town Mayor), J.G. Prosser, P.T. Warlow (Deputy Town Mayor) and J.R. Williams.

**Abstentions:** Councillor A.A. Carter.

Following a request from Councillor A.S.J. McPherson that Recorded Vote be taken it was:

**RESOLVED** – that the motion be carried with Councillors A. R. Bragoli, S. A. Curry, S. Evans, S. Greaney, R. James, J.E. Jones J.P., G.R. Lloyd, A. Lochrie, A.S.J. McPherson, N.J. Pearce (Town Mayor), J. G. Prosser, P.T. Warlow (Deputy Town Mayor) and J.R. Williams in favour.

**Abstentions:** Councillors A.A. Carter, M.D. Cranham J.P, T. Davies, S.L. Rees and B.A.L. Roberts.

#### **94. MATTERS FOR INFORMATION**

**RESOLVED** - that the undermentioned matters be noted (copies of which having previously been circulated to members):

- (1) **Mid and West Wales Fire and Rescue Service** – Calon Tan Magazine.
  - (2) **Llanelli Railway Goods Shed Trust** – Goods Shed Newsletter.
  - (3) **Llanelli Standard** – Edition 58.
  - (4) **Dyfed Powys Police and Crime Commissioner** – Monthly Bulletin.
  - (5) **One Voice Wales** – Training dates January, February & March 2024.
  - (6) **Carmarthenshire County Council** – Town & Community Councils Update.
  - (7) **Older People’s Commissioner for Wales** - December Newsletter.
- (copies having been circulated previously)

**95. 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.

**96. PENYFAN COMMUNITY FACILITY PROJECT**

Further to Minute No. 85 of the Town Council meeting held on the 6<sup>th</sup> December, the Town Clerk provided a verbal update to members on the progress of the proposed community facility project, it was noted that the necessary planning application had been submitted along with an application to the fields in trust.

Additionally tenders for the modular building would soon be requested from prospective contractors. The Town Clerk noted delays with the planning authority and local ward County Council members were asked to consider contacting the planning authority to seek a resolution and approval of the application as soon as possible.

The meeting concluded at 6.36pm

## PLANNING, LICENSING AND CONSULTATION COMMITTEE

15<sup>th</sup> January 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 **PLANNING, LICENSING AND CONSULTATION COMMITTEE** of LLANELLI TOWN COUNCIL was held REMOTELY and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 15<sup>th</sup> January 2024 at 6.00 p.m.

**PRESENT:** Councillors D.Ll. Darkin (Chair), T. Davies, A. Bragoli (Substitute for Councillor S. Evans), L. Fenris, A. Lochrie, A.S.J. McPherson, N.J. Pearce (Town Mayor) (Vice-Chair), J.G. Prosser, S.L. Rees and J.R. Williams.

**APOLOGIES:** Councillors, S. Evans, J.P. Jenkins and J.E. Jones, J.P.

### 39. DECLARATIONS OF INTEREST

No declarations of interest were made.

### 40. 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: -

<b>Ref No. and Name and Address of Applicant (1)</b>	<b>Proposed Development (2)</b>	<b>Observations (3)</b>
<b>PL/06578</b> 4A Vaughan Street, Llanelli, SA15 3TY	Change of use from a bank (A2) to a restaurant and takeaway (A3), with alterations to the shopfront and the installation of new HVAC equipment.	No Objections.

<p><b>PL/07037</b> 12 Blaen Y Morfa, Llanelli, SA15 2BE</p>	<p>Demolish existing outbuilding. Disabled Facilities Grant single storey side extension to provide shower room, bedroom and living area.</p>	<p>No Objections.</p>
<p><b>PL/06985</b> 6E Parc Trostre Retail Park, Llanelli, SA14 9UY</p>	<p>High level main fascia sign fascia sign above entrance door hanging sign.</p>	<p>No Objections.</p>
<p><b>PL/07030</b> 21 Cefn Padrig, Llanelli, SA15 2DH</p>	<p>Proposed garage conversion and single storey rear extension.</p>	<p>No Objections.</p>
<p><b>PL/06992</b> New Dock Stars Rugby Football Club, Trostre Road, Llanelli, SA15</p>	<p>New single illuminated LED advertisement display.</p>	<p>No Objections subject to highways confirming road safety considerations had been taken into account.</p>
<p><b>PL/07019</b> Penyfan Park, Off Firth Road, Llanelli, SA15 1PW</p>	<p>Construction of a new single storey community centre, together with associated external works including relevant drainage, car parking, cycle racks, vehicular charging points and removal existing fence around current changing rooms</p>	<p>No Objections.</p>

#### 41. PLANNING APPEAL CONSULTATION

Consideration was given to the consultation on a planning refusal appeal received from Carmarthenshire County Council in relation to Planning Application PL/03823 – Lidl Foodstore, Trostre Retail Park. Minute number 3 (2) of the Committee meeting held on 20<sup>th</sup> June 2023 refers. (copies of which having previously been circulated to members)

**RESOLVED** – That the consultation be noted.

#### **42. PRE-PLANNING CONSULTATION**

Consideration was given to the pre-planning consultation received from Cornerstone in relation to the proposed base station installation upgrade at Bigyn Road, SA15 1NY (copies of which having previously been circulated to members).

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

#### **43. CONSULTATIONS**

(1) **One Voice Wales** - Future spending purposes for dormant assets funding in Wales.

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

(2) **Senedd Wales** – Fiscal Intergovernmental Relations.

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

#### **44. 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 Road closure of B4304 Station Road, from its junction with Great Western Crescent for a total distance of 53 metres in a north westerly direction, from 09:30 hours until 15:30 hours on Sunday 25th February 2024.
- (2) **Carmarthenshire County Council** – Information on works to be carried out at Exchange Row, Dafen in relation to Active Travel Developments and consequent diversion arrangements.

The Meeting concluded at 6.09 p.m.



## **BUILDING AND FINANCE COMMITTEE**

15<sup>th</sup> January 2024

In accordance with the provisions of Schedule 12 of the Local Government Act 1972 and Section 47 of the Local Government and Elections (Wales) Act 2021 the **BUILDING AND FINANCE COMMITTEE** of LLANELLI TOWN COUNCIL was held REMOTELY and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 15<sup>th</sup> January at 6.10 p.m.

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

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

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

Declarations were made on items 71 (1) and 77 as noted below.

### **68. FINANCIAL REPORT**

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

**RESOLVED** – that the Income and Expenditure report for the period 1<sup>st</sup> April 2023 – 30<sup>th</sup> December 2023, in the sums of £1,623,919 and £954,192 respectively, be approved.

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

**RESOLVED** - that the payment schedule showing Direct Debit Nos. 310 - 346 (inclusive) in the sum of £13,193.35, BACS Nos 223 - 251 in the sum of £24,068.22 and Electronic Payments Nos 328 - 388 in the sum of £39,858.30 respectively, be approved.

### **69. COMMUNITY CENTRES**

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

Consideration was given to the summary schedule of hirings of all community centres during the month of December 2023 (copies having been previously circulated to members).

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

## **70. PUBLIC FOOTPATHS**

Consideration was given to the Footpath inspection reports for the end of December 2023, minute No. 64 of the Committee meeting held on 11<sup>th</sup> December 2023.

**RESOLVED** – that the reports be noted and forwarded to the Public Rights of Way Department at Carmarthenshire County Council for their attention..

## **71. APPLICATIONS FOR FINANCIAL ASSISTANCE**

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

Councillor A. Bragoli declared an interest in application (h) as he is a trustee of Llanelli Mind, as he felt this was a prejudicial interest Councillor Bragoli withdrew from the meeting prior to the discussion and voting thereon.

Councillor A.S.J. McPherson declared an interest in application (h) as he is the Chair of Llanelli Mind and as he felt this was a prejudicial interest, Councillor McPherson vacated the chair and withdrew from the meeting prior to the discussion and voting thereon and in the absence of the Vice-Chair (Cllr. R. James), the Town Mayor (Cllr. N.J. Pearce) was nominated to take the Chair for this item only.

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

- (a) Association of Polish Journalists and Writers in Wales Dialog – that a grant of £300 be made.
- (b) Morfa Family Centre – that a grant of £500 be made.
- (c) Llanelli Warriors – that a grant of £500 be made.
- (d) Llanelli Lamas – that a grant of £300 be made.
- (e) Carmarthenshire Federation of Young Farmers – that the application be noted.
- (f) Llanelli Multicultural Network – that a grant of £500 be made.
- (g) Brynhyfryd Bowls Club – that a grant of £500 be made.
- (h) Llanelli Mind – that a grant of £300 be made.
- (i) Ysgol y Strade PTA – that a grant of £300 be made.
- (j) People Speak Up – that a grant of £300 be made and send a letter of support on behalf of the Town Council provided in relation to the grant application being made.

## **72. MATTERS FOR INFORMATION**

**RESOLVED** - that the undermentioned matters be noted (copies of which having previously been circulated to members):

- (1) Penymorfa Community Centre** – Notes of meeting held on 18th December 2023.

### **73. 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.

### **74. SUNNINGHILL ALLOTMENTS – TENDER REPORT**

The Committee gave consideration to the Town Clerk's report on the Tender Report received from the Town Council Consultant Architects (copies of which having previously been circulated to members).

#### **Removal of Shed – Sunninghill Allotments**

Following contact from the allotment garden tenants, an assessment was undertaken by TMS Environmental Services in relation to whether an unused shed at Sunninghill Allotments was made of Asbestos.

The assessment had found that the shed did in fact contain asbestos. Quotations had therefore been sought for the removal of the shed by appropriate contractors with prices provided as follows:

- |                                 |                    |
|---------------------------------|--------------------|
| • M Hiorns Building Contractors | £1,350.00 plus VAT |
| • Vaughan Construction          | £1,387.50 plus VAT |
| • TMS Environmental             | £924.00 plus VAT   |

**RESOLVED** – that the lowest Tender received from TMS Environmental Services be approved to remove the shed.

### **75. PUBLIC FOOTPATHS**

Consideration was given to the quotation received from Wrenvale Nurseries and Landscapes for the continued provision of services for 2024-25, in the sum of £8,000 plus VAT – Minute No. 89 of the Committee meeting of 16<sup>th</sup> January 2023 refers (copies of which having previously been circulated to members).

**RESOLVED** – that the quote from Wrenvale Nurseries and Landscapes be approved.

### **76. HANGING BASKETS AND PLANTERS**

Members considered the quotation received from Wrenvale Nurseries and Landscapes for the continued provision of services for 2024-25 in the sum of £7,600 plus VAT – Minute No. 90 of the Committee meeting of 16<sup>th</sup> January 2023 refers (copies of which having previously been circulated to members).

**RESOLVED** – that the quote from Wrenvale Nurseries and Landscapes be approved.

## **77. PENYGAER CHANGING ROOMS AND COMMUNITY FACILITY PROJECT**

Councillors D. LI. Darkin and L. Fenris declared an interest in this item as the contractor is one of their clients, as they felt this was a prejudicial interest Councillors Darkin and Fenris withdrew from the meeting prior to the discussion and voting thereon.

Consideration was given to the Consultant Architect's Interim Certificate 3. Minute No. 11 of the Committee Meeting held on the 19<sup>th</sup> June 2023 refers (copies of which having previously been circulated to members).

**RESOLVED** – that the Interim Certificate be noted.

## **78. PARKS AND PLAYING FIELDS AND COMMUNITY CENTRES**

Consideration was given to the Town Clerk's report providing an update on developments with the Town Council Parks, Playing Fields and Community Centres. Minute No. 64 of the Committee meeting held on the 11<sup>th</sup> December 2023 refers.

### **1. Community Centre Weedspraying**

A quote had been received from Wrenvale Nurseries and Landscapes for continuing their service with the twice annual weed spraying at Town Council Community Centres, Selwyn Samuel Centre and the Old Vicarage. The overall price for the two visits in 2024 was noted as £640.00 plus VAT.

### **2. Peoples' Park**

#### **a) Skate Park**

Following further vandalism of the skate park fence, 2 additional panels will need to be replaced. The cost was noted to be £240.00 plus VAT.

#### **b) MUGA**

Deterioration of the fence panels around the Town Council tarmac surfaced MUGA was being monitored. A quotation had been sought for necessary repair works to a number of these panels and this would be reported to a future Committee meeting for approval.

### 3. Penyfan Park

#### a) Cruyff Court

Further vandalism has been experienced with a floodlighting unit at the Court. A replacement would therefore be ordered.

### 4. Shared Prosperity Fund

The Town Council application to the Carmarthenshire County Council administered, UK Government Shared Prosperity Fund, had been successful. An award of £39,900 had been made. This was noted to be very positive news and would allow improvements to Town Council playing fields and also provide for equipment and facilities that could be used generally by the Community, but also as part of the Town Council Sports Youth and Activity Service provision.

#### a) The allocations agreed were as follows:

##### Green Gyms and Adventure Play

Penygaer Playing Fields Green Gym and Adventure Play Equipment	£12,000
Crown Park Green Gym and Adventure Play Equipment	£12,000
Penyfan Park Green Gym Equipment	£6,000

##### Sport Equipment

Penyfan Park – Rugby Posts (to enable rugby activity at the park)	£2,500
Crown Park – 9x9 goals (to provide for a community use pitch)	£800
Penygaer Playing Fields – 9x9 goals and full size goals (to increase youth Football provision)	£1,600

##### Sensory Garden Play equipment

Penygaer Playing Fields (to further extend the sensory garden area)	£5,000
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#### b) Next Steps

The project was to be completed during 2024. It was therefore proposed to move forward with purchase of the football and rugby post equipment (pairs of posts). Quotations had been sought as follows (all plus VAT):

##### **Rugby Posts - Penyfan**

Mark Harrod	£1,432.99	10 metre
Harrod	£1,814.00	9 metre
CJ Sports	£3,749.00	7.5 metre
Net World Sports	£2,999.99	10 metre

## **Football Posts**

### **Crown Park 9 x 9 Goals**

Mark Harrod	£950.14
Harrod	£1,347.00
Net World Sports	£1,199.99

### **Penygaer 9 x 9 Goals**

Mark Harrod	£950.14
Harrod	£1,347.00
Net World Sports	£1,199.99

### **Penygaer Full size goals**

Mark Harrod	£1,434.41
Harrod	£2,150.00
Net World Sports	£1,499.99

## **Green Gyms and Adventure Play**

Consultation was proposed to be held with Local Ward Members, Schools and the Community to pull together proposals for the Green Gym and Adventure Play equipment for Crown Park, Penyfan Park and Penygaer Playing Fields.

## **Penygaer Sensory Garden**

Consultation was proposed to be held with Local Ward Members, Heol Goffa, other adjacent Schools and Llanerch Meithrin to pull together proposals for the Sensory Garden Play equipment for Penygaer Playing Fields.

Further reports will then be provided to the Committee for consideration. Following further consideration of the report it was:

**RESOLVED** – that the report be noted and

- the actions taken and proposed be approved.
- the weed spraying contract be approved subject to satisfaction of the chemicals being used not being harmful to the environment.
- the lowest priced quotations for the sports post equipment be approved.

The Meeting concluded at 6.36 p.m.

## **STEBONHEATH DEVELOPMENT COMMITTEE**

22<sup>nd</sup> January 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, 22<sup>nd</sup> January 2024 at 6.00 p.m.

**PRESENT:** L. Fenris (Chair), A.R. Bragoli, M.D. Cranham J.P., D.Ll. Darkin (Leader of the Town Council), J.R. Elliott, G.R. Lloyd, R. James, J.E. Jones, J.P., S.L. Rees, P.T. Warlow (Deputy Town Mayor) and J.R. Williams.

**APOLOGY:** Councillor S. Greaney.

### **10. MEMBERS' DECLARATIONS OF INTEREST**

Declarations of interest were made under Agenda items 15 as noted below.

### **11. 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 1<sup>st</sup> April 2023 and 31<sup>st</sup> December 2023, in the sums of £12,984 and £57,610 respectively (copies having been previously circulated to members).

**RESOLVED** – that the aforementioned report be approved.

### **12. STEBONHEATH PARK GRANDSTAND STEELWORK**

Further to minute 3 of the Committee meeting held on 11<sup>th</sup> September 2023, consideration was given to the Town Clerk's report. It was noted that practical completion was reached on the project in September with snagging works undertaken by the contractor over the last months.

A final inspection by the consultant engineer is awaited in order to enable the final sign off of the works.

It was noted that consideration will then need to be given by the Town Council to the possible completion of the 2<sup>nd</sup> stage of the main stand project.

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

### **13. STEBONHEATH PARK MANAGEMENT COMMITTEE**

Further to minute 4 of the Committee meeting held on the 11<sup>th</sup> September 2023, the Committee received copies of the minutes of the meetings of the Stebonheath Management Committee held on the:

- 25<sup>th</sup> May 2023
- 14<sup>th</sup> September 2023

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

### **14. STEBONHEATH STADIUM DEVELOPMENT**

Councillor D. LI. Darkin declared an interest in relation to this item as his Architectural Practice had purchased a sponsor board at the Stadium and as he felt this was not a prejudicial interest Councillor Darkin remained in the meeting.

Further to minute 5 of the Committee meeting held on 11<sup>th</sup> September 2023, consideration was given to the Town Clerk's report, which gave an update to the Committee on the development and other project work at Stebonheath Park.

#### **Advertising Boards**

The Town Council had sold 5 advertising boards at the stadium. This would lead to an income of around £250.00 each to the Town Council and Llanelli Town AFC.

#### **FAW hirings**

Following meetings with the FAW a hiring had been booked for Tuesday 19<sup>th</sup> March for a Cymru C v England C international to take place at Stebonheath. As per the Town Council agreed hiring charges, the cost for this game would be £650.00 plus VAT.

Discussions had also been held about availability for other matches including Cup Semi Finals and Finals. Availability would be provided to the FAW with possible bookings to follow.

#### **Playing Surface**

Discussions had continued with the FAW in relation to possible funding availability for the proposal to replace the playing surface with a 3G surface.

#### **Main Stand Seating**

In order to meet the criteria to play in the Cymru Premier, it was noted that Llanelli Town AFC were required to provide for 500 covered seating within their home playing stadium.



However, it was noted that any single stand with over 500 seats leads to a stand being denoted a regulated stand with additional requirements in relation to the management of the facility during matches. As a result the decision had been taken a number of years ago to reduce the stand capacity to below 500 seats.

Should the Club be promoted, options would therefore be sought to either provide additional seating in the main stand or to seek options for alternative covered seating to bring the necessary covered capacity to over 500 seats.

### **Stadium Safety**

The annual structural safety inspection had been undertaken in October 2023 by Mel Williams Structural Engineering, with no issues of concern raised.

The annual Public Address system inspection had been undertaken in July 2023 by Vaughan Sounds, with no issues of concern raised.

### **Stadium Floodlights**

The annual floodlights inspection had been undertaken in October 2023 by RT Electrics with a number of units found to be in-operational. Replacement units were therefore to be provided with costings to be reported to the next Committee meeting.

**RESOLVED** – That the information be noted and the actions of officers approved.

## **15. STADIUM HIRING AND USE**

Councillor D. LI. Darkin declared an interest in relation to the application made by Dafen Welfare AFC as his Architectural Practice provided sponsorship to the club and as he felt this was a prejudicial interest Councillor Darkin left the meeting prior to the discussion and voting thereon.

Councillor G. R. Lloyd declared an interest in relation to the application made by Evans and Williams FC as he was a member of Evans and Williams walking football and as he felt this was a prejudicial interest Councillor Lloyd left the meeting prior to the discussion and voting thereon.

Further to minute 6 of the Committee meeting held on 11<sup>th</sup> September 2023, consideration was given to the Town Clerk's report which provided an update to the committee on the hiring and possible lease requests at Stebonheath Park.

### **Llanelli Town AFC Possible Lease**

Discussions continued between the Town Council and Llanelli Town AFC in relation to a possible lease of Stebonheath Park to the Club.

### **Evans and Williams AFC**

It was noted that the Town Council had provided an in-principle approval to Evans and Williams AFC to use Stebonheath Park for their home league matches during the 2023-24 season should they have been successful in promotion from their current league to the Ardal South West league. This was not the case for the 2023-24 season and the use has therefore not been required.

A request had now been made for an in-principle approval to be provided for the 2024-25 season (or a longer term agreement).

### **Dafen Welfare AFC**

Dafen Welfare AFC had also contacted the Town Council asking for consideration to be given for their use of the Stadium.

**RESOLVED** – that the report be noted and following discussions, it was decided that:

- The Town Council would continue discussions with Llanelli Town AFC in relation to a possible Lease;
- Usage of the Stebonheath Park by Evans and Williams AFC be approved for Tier 3 competition;
- The application by Dafen Welfare AFC would not be approved.

## **16. 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.

## **17. TREE MANAGEMENT**

Further to minute 7 of the Committee meeting held on 11<sup>th</sup> September 2023, the Committee gave consideration to the Town Clerk's report that gave an update on the recommendation received for the trees at Stebonheath Park.

During October, National Grid carried out a project to cut the tree growth back away from the powerlines. Meaning that part of the Tree Consultant recommendation had been carried out (that if the trees not be removed that they be cut back to the statutory height away from the public highway).

Thereafter, confirmation had been received from Open Reach that the suggested project in the area will not be going ahead and they would not be making a proposal to the Town Council for removal of the trees.

Quotations had therefore been sought for the works with prices received as follows:

- The ARB Team £4,200.00
- Lampeter Trees Services £1,740.48
- DTS Tree Services £2,840.00

All plus VAT.

Consideration had also been given to a project for replacement of the trees with suggestions received from the Tree Consultant and Wrenvale Nurseries and Landscapes as follows:

Replanting at Stebonheath

1. *ARB TEAM - There is a length of 45 metres between the car park and the road. To provide visual diversity and an evergreen screen I would recommend the planting of 6 Silver Birch (Betula pendula) at 7.5 metre centres and the planting of 45 Griselinia (Griselinia littoralis) at 1 metre centres.*
2. *WRENVALE NURSERIES AND LANDSCAPES - I would use Betula Jaquemontii or Snow Queen. They have a whiter bark and are more attractive than the common Betula pendula. Griselinia is a good evergreen plant for sea side areas.*

Another consideration would be the possible provision of a fence in preference to tree planting.

**Adjacent Resident Contact**

Contact had been received from the resident of 17 Stebonheath Terrace, located at the top corner of the screen of trees under consideration. The resident believed that the trees may have damaged their boundary wall.

MW consult Ltd, Structural Engineers had been asked to quote for a Structural Appraisal of the issue. The costs suggested was £355.00 plus VAT.

**Current Roadside Wall**

Taking into account the contact made above, a quotation had been sought from MW consult Ltd, Structural Engineers for a secondary assessment of the roadside wall to ascertain its condition following the points raised by the Tree Consultant report. The price of this work in conjunction with that for 17<sup>th</sup> Setebonheath Terrace was £445.00 plus VAT.

**RESOLVED** - That the Committee:

1. Approves completion of a Structural Appraisal of the roadside boundary wall and the boundary wall at 17 Stebonheath Terrace by MW consult Ltd, Structural Engineers.

## **18. STEBONHEATH SOCIAL CLUB**

Consideration was given to the Town Clerk's report which noted that the tenants of the Stebonheath Social Club have accumulated a debt balance of their rental charges at the Social Club. This balance currently stood at £8,740.00 and represented three quarters of rental payments. Despite repeated assurances that payments would be made, including at meetings with Town Council Officers there had been no receipts.

The Tenants were therefore noted to be in breach of their lease agreement.

The Tenants had expressed concerns in relation to water ingress from the roof of the building, they claimed this was caused by repairs carried out following a lead theft and insurance claim repairs carried out in 2019.

On inspection repairs had been identified for part of the building and emergency repairs approved to be carried out by H Thomas Roofers with a cost of £2,800.00 plus VAT. Other water ingress issues had been noted to have been caused by blocked drains apparently as the result of a fat blockage rather than roof issues. This blockage had been investigated by Siddells Environmental who had carried out a jetting to clear the issue, but believed there may be areas of collapse. A camera survey would therefore be arranged to ascertain the matter. Another area of concern related to a damaged water tank that the Tenants had not arranged to be repaired, leading to water ingress in the bar area. Consideration was therefore being given to the Town Council taking forward this repair directly if necessary and recharging the tenant.

Officers were in contact with the Town Council Legal Representatives in order to confirm where responsibilities lay on these matters and to seek possible avenues to recover the debt.

**RESOLVED** – that the report be noted, the actions of Officers approved and:

- Approval be given to the repair work due to be carried out on the building roof and bar area.
- Approval be given to the camera survey assessment of the drainage issue and possible collapse.
- Approval be given to taking forward where necessary legal action to recover the debt.

The Meeting concluded at 6.27 p.m.