

CYNGOR TREF LLANELLI



LLANELLI TOWN COUNCIL

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MINUTES

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LLANELLI TOWN COUNCIL

EXTRA-ORDINARY MEETING

29th June 2026

At the **EXTRA-ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held remotely and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 29th June 2026 at 6.30 p.m.

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

Councillors

Bigyn Ward

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

Elli Ward

N.J. Pearce
S. Williams

Glanymor Ward

S.L. Rees (Leader of
the Council)

Lliedi Ward

S. Greaney

Tyisha Ward

A.S.J. McPherson

APOLOGIES: Councillors M.D. Cranham J.P, S.A. Curry, T. Davies (Deputy Town Mayor), S. Evans, L. Fenris, R. James, J.E. Jones, J.P., A. Lochrie and J.G. Prosser.

33. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

34. PUBLIC PARTICIPATION

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

35. INTERNAL AUDIT REPORT

Further to Minute No. 99 of the Council meeting held on 4th February 2026, consideration was given to the Internal Audit (Final) Report 2025-26 prepared by Auditing Solutions Ltd. (copies having been previously circulated to members).

RESOLVED – that the information be noted and approved.

36. AUDIT OF ACCOUNTS

(1) FINANCIAL STATEMENTS 2025/2026

Further to Minute No. 35(1) of the Town Council meeting of 23rd June 2025, members considered the Financial Statements which had been prepared for the 2025/2026 financial year (copies having been previously circulated to members).

RESOLVED – that the Financial Statements for 2025/26 be accepted and approved.

37. ANNUAL RETURN FOR YEAR ENDING 31ST MARCH 2026

(1) ACCOUNTING STATEMENTS

Further to Minute No. 36(1) of the Town Council meeting of 23rd June 2025, consideration was given to the Accounting Statements as contained within the Annual Return for 2025/26.

RESOLVED – that the Accounting Statements for the year ending 31st March 2026 be approved.

(2) ANNUAL GOVERNANCE STATEMENT FOR 2025/2026

Further to Minute No. 36(2) of the Town Council meeting of 23rd June 2025, members considered the Annual Governance Statement as contained within the Annual Return for 2025/26 whereupon, it was

RESOLVED – that the Annual Governance Statements be agreed and approved.

(3) AUTHORITY TO SIGN

Further to Minute No. 36(3) of the Town Council meeting of 23rd June 2025, consideration was given to the Annual Return for the year ending 31st March 2026, and, following the satisfactory completion of the Internal Audit, it was

RESOLVED – that authority be given to the Town Mayor and Town Clerk to sign and submit the Annual Return for 2025/26.

38. ANNUAL REPORT 2025/26

(1) ANNUAL REPORT 2025/26

Further to Minute No. 37(1) of the Town Council meeting of 23rd June 2025, consideration was given to the draft Annual Report prepared for the year ending 31st March 2026 (copies having been previously circulated to members).

RESOLVED – that the draft Annual Report for the year ending 31st March 2026 be approved.

(2) COMMUNITY DEVELOPMENT AND ACTIVITY WORK PROGRAMME

- (i) Further to Minute No. 78 (c) of the Town Council meeting of 3rd December 2025, members considered the review of the Community Development and Activity Work Programme for 2025-26, it was

RESOLVED – that the review of the Community Development and Activity Work Programme for 2025-26 be agreed and approved.

- (ii) Consideration was given to the draft Community Development and Activity Work Programme for 2026-27, it was

RESOLVED – that the draft Community Development and Activity Work Programme for 2026-27 be agreed and approved.

- (iii) Further to Minute No. 26 of the Building and Finance Committee meeting held on the 14th July 2025, consideration was given to the draft Biodiversity and Environmental Development Plan for 2026-29, it was

RESOLVED – that the draft Biodiversity and Environmental Development Plan for 2026-29 be agreed and approved.

The Meeting concluded at 6.41 p.m.

LLANELLI TOWN COUNCIL

ORDINARY MEETING

1st July 2026

At the **ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held remotely and at The Old Vicarage, Town Hall Square, Llanelli on Wednesday, 1st July 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

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

Lliedi Ward

A.R. Bragoli
S. Greaney

Tyisha Ward

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

APOLOGIES: Councillors, S. Evans, L. Fenris, R. James, G.R. Lloyd, and A. Lochrie

39. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

40. PUBLIC PARTICIPATION

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

41. 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	11 th March 2026	36 - 37
Llanelli Town Council Ordinary Meeting	3 rd June 2026	38 – 54
Planning, Licensing, and Consultation Committee	8 th June 2026	55 - 59
Building and Finance Committee	8 th June 2026	60 - 62

42. COUNCILLOR VACANCY

The Town Clerk reported a Vacancy in the office of a member of the Glanymor Ward of Llanelli Town Council following the resignation of A.A. Carter.

RESOLVED – that the information be noted and the Town Clerk to take forward the processes necessary to fill the vacancy with the Democratic Services Department at Carmarthenshire County Council.

43. COMMUNITY DEVELOPMENT ACTIVITY

(1) Community Activities

- **Healing the Divide – “More in Common” Partnership** - The launch of More in Common Llanelli was held on 19th June 2026 at People Speak Up. The well-attended event was supported by many community partners and the Jo Cox Foundation and brought together local people committed to building stronger, more connected communities. On Saturday, the group continued the celebrations by hosting a community picnic in the grounds of Llanelli Town Hall, providing an opportunity for residents to meet, share ideas, and enjoy time together.
- **Twin Cities Rugby Exchange** – The Twin Cities Challenge weekend was a highly successful event enjoyed by all participants. The weekend was made possible through the valuable support of numerous partners, volunteers, and organisers whose commitment ensured excellent delivery throughout. The competition was played in a positive and friendly spirit, strengthening

relationships and promoting cultural exchange between the two communities. The final score was 39–18 in favour of the French team; however, the result did not overshadow the enjoyment of the occasion.

- **Crucial Crew** - The first week of July was ‘Crucial Crew’ Week at Parc y Scarlets. Throughout the week, more than 500 children would participate in a range of educational and interactive activities delivered by key public services and community partners. Representatives from the Fire Service, Police Service, Town Council, and other organisations would provide valuable learning opportunities focused on safety, community awareness, wellbeing, and civic responsibility. The event aimed to engage young people in a positive and informative environment while strengthening links between local services and the community.
- **The King’s Commonwealth Baton** - travelled through Llanelli on 20th June and visited Pentre Awel on its journey to the Glasgow 2026 Commonwealth Games. It was a delight to see so many Llanelli-based junior sports clubs and young athletes take part to welcome the Baton to the Llanelli.
- **Cooking with Cancer** was a new initiative delivered in partnership with the Angor Cancer and Long-Term Illness Charity and Gegin Y Bobl to support individuals living with long-term illnesses and cancer-related conditions. A consultation event was held at the Antioch Centre on 15th June, providing participants with an opportunity to share their views on the types of support and activities they would like to see included in a new six-week programme. The project would also incorporate exercise as a key component, recognising the important role physical activity could play in supporting people living with long-term health conditions.

(2) Policy and Strategic Meetings

Officers are working with partners; examples are

- Llanelli Multi Cultural Network Drop-in Centre Support
- Pentre Awel
- SUA
- Agen Town Council
- Active
- Hywel Dda Health Board
- Communities For Work C4W
- Llanelli Community Partnership
- Healing the divide
- People Speak Up
- Actif Sir Gar
- Tyisha Community Team
- Menter Cwm Gwendraeth Elli
- Scarlets Community Team
- Primary Schools

- Hearts and Crafts
- Democracy Group Cymru
- Llanelli Market team CCC
- Radio BGM
- Swansea Bay TV

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

44. ARRANGEMENTS FOR THE PUBLISHING OF MEETING RECORDINGS

Further to Minute No. 89 of the Town Council meeting held on the 7th January 2026, consideration was given to the Town Clerk's report noting that Officers had made enquiries in relation to the arrangements that would be necessary to enable the publishing of Town Council meeting recordings online.

Meetings had previously been held with Pisis (IT Support contractor) and Steve Chilvers (Web development contractor) to look at how this process could work, taking account of any technical issues along with GDPR requirements. The consensus advice for a possible process to be undertaken should the Town Council have wished to implement this suggestion, that was presented to the Council in January was as follows:

1. The web developer would be provided with access to a dedicated SharePoint folder where the recordings can be downloaded from the Teams application used by the Town Council.
2. The web developer would then cut the recording as necessary (to take out the matters that were considered in private etc).
3. The recording would then be placed onto a private YouTube channel (which would not be generally searchable).
4. A link to the video would be placed on the Town Council website under the 'Meetings' tab to coincide with publishing of the draft minutes (e.g. within 7 days, giving sufficient time for the web developer to complete the recording editing).

Costings would have been around £400 for some general works required to the website and an hourly rate for the Web Developer to carry out the editing etc as detailed above (suggested at £40 per hour).

Following consideration of the above at the January Town Council meeting, Officers were asked to seek further information on options for implementation of the proposal to enable a final decision to be taken.

Having considered the matter further with the Council Leadership, the solution noted above was still believed to be the correct process. However, it was felt that Town Council Officers should undertake this work rather than the web developer. This had

been tested and could be implemented with consequent additional administrative requirements that would need to be undertaken in the Town Council Offices.

The current use of microphones and laptops continued to be felt to provide for adequate recording quality for meeting recordings, however this would need to continue to be monitored considering any public comments received (with additional cost implications that would need to be considered).

RESOLVED – that the process to record and publish meeting recordings be agreed.

45. NURSING PROVISION AT YSGOL HEOL GOFFA

Consideration was given the Town Clerk's report that noted that further to Minute No. 29 of the Town Council meeting held on the 3rd June 2026, where the Town Council agreed a Motion as follows:

This Council resolves to write formally to Carmarthenshire County Council urging it to take all necessary steps to secure the immediate appointment of a dedicated, full-time registered school nurse for Ysgol Heol Goffa.

The letter should make clear that:

- Llanelli Town Council regards the current position as unacceptable and potentially unsafe for some of the most vulnerable children in the county.*
- The recommendation made by Estyn in January 2026, the intervention of the Children's Commissioner for Wales, and the concerns raised by the local MP all require a clear and time-bound response from Hywel Dda University Health Board.*
- If Ysgol Heol Goffa is indeed the only school of its type in Wales without a dedicated nurse, that fact should be stated plainly in any representations made to the Health Board and to Welsh Government.*
- A dedicated nurse must be seen as an immediate requirement, entirely separate from and not dependent on the new building programme.*

This Council also requests that the Town Clerk write directly to the Chair of Hywel Dda University Health Board, copying in the local Members of the Senedd to express this Council's concern and to ask for a clear update on what the Health Board intends to do and when.

The responses received from Carmarthenshire County Council and Hywel Dda University Health Board were attached at Annex 1 and 2. Following consideration of the responses and discussions with the Council Leader and Opposition Leader, it was agreed that it was felt that the responses did not address the specific points raised by the Town Council. The Town Clerk had therefore contacted both parties to invite them to consider providing further information to the Council before the matter was considered further at the July Town Council meeting.

A further response had been received from the County Council which was provided at Annex 3. No further information had been received from the Health Board to date.

The information received was considered by Members and felt to not address the Town Council's motion calling for the immediate appointment of a dedicated, permanently based registered nurse at Ysgol Heol Goffa with a time-bound commitment from the Health Board on what it would do and when in relation to this provision.

RESOLVED – that the Town Council writes to the Welsh Government Cabinet Secretary for Health and Social care to request that the Welsh Government consider taking action on the matter including:

- formally reviewing the current position in relation to Nursing provision at Ysgol Heol Goffa in Llanelli;
- undertaking Ministerial level engagement directly with Hywel Dda University Health Board on the matter;
- providing clarity to the Ysgol Heol Goffa pupils, parents and the wider Community on how and when this current situation will be resolved in order that appropriate health care provision is made available to the pupils of Ysgol Heol Goffa.

The Town Council would also encourage the Cabinet Minister to consider meeting with the parents of Heol Goffa and the Action Group in place to support the school in order to discuss their concerns in relation to the current position.

46. PRIDE IN PLACE PROGRAMME

Consideration was given to the Town Clerk's verbal report, noting that further to Minute No. 30 (5) of the Town Council meeting held on 3rd June 2026, the process for appointing members to the new Llanelli Neighbourhood Board for the Pride in Place Programme, Chaired by Steve Donoghue was being taken forward. An invitation had been received for the Town Council to nominate a representative to sit on the Board.

RESOLVED – that the Town Council nominate Councillor M.D. Cranham J.P. to represent the Town Council on the Neighbourhood Board. The Council would also request that an Officer be allowed to attend the Board meetings in an Advisory or Observer capacity.

47. NOTICE OF MOTION

The Town Clerk reported the receipt of a Notice of Motion Proposed by Councillor D.Ll. Darkin and Seconded by Cllr. J.G. Prosser (copies of which were circulated to members prior to the meeting).

The motion was as follows:-

‘MOTION: Protecting Dignity and Safety from Unsolicited Recording in Council Buildings and Services

This Council notes:

1. Recent concerns raised by USDAW and other organisations regarding the recording of individuals without consent, including through wearable technology such as smart glasses and other recording devices;
2. The vulnerability of staff, councillors, service users, and members of the public who may be filmed without their knowledge whilst accessing council services or facilities;
3. The potential for such activity to breach privacy, dignity, and data protection obligations, and to create an environment where individuals feel unsafe.

This Council resolves to:

1. Develop and adopt a clear policy on the recording of individuals within council buildings and services, setting out where recording is and is not permitted;
2. Ensure the policy addresses both overt recording devices and emerging technologies such as wearable cameras;
3. Include appropriate signage in council buildings making the policy clear to visitors;
4. Extend the policy's protections to staff, councillors, and service users equally;
5. Provide staff with clear guidance on how to manage situations where unsolicited recording occurs;
6. Review the policy annually to ensure it remains appropriate as technology evolves.

Councillor S.L. Rees proposed that the motion be noted until further advice and information could be sought from Carmarthenshire Country Council and One Voice Wales.

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

RESOLVED – that the motion be noted with Councillors A.R. Bragoli, M.D. Cranham J.P., T. Davies (Deputy Town Mayor), J.E. Jones J.P., S.L. Rees (Council Leader), B.A.L. Roberts, A.C. Williams and S. Williams voting in favour.

AGAINST – Councillors D.Ll. Darkin, S. Greaney, A.S.J. McPherson, N.J. Pearce, J. G. Prosser, P.T. Warlow and J.R. Williams.

48. 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) Tyisha Building Preservation CIC – Minutes of the meeting of the Tyisha CIC held on the 28th May 2026;
- (2) Llanelli Town Council, Well-Being of Future Generations Working Group – Minutes of the meeting of the Llanelli Town Council, Well-Being of Future Generations Working Group held on the 8th June 2026;
- (3) One Voice Wales – E-bulletin;
- (4) Llanelly House Trust – Minutes of the meeting of the Llanelly House Trust held on the 7th February 2026;
- (5) Dyfed Powys Local Resilience Forum – Community Risk Register Engagement Exercise;
- (6) Co-operative Councils Innovation Network - Cooperative Councils Newsletter - June 2026;
- (7) Democracy and Boundary Commission Cymru – Research questionnaire into attitudes and perceptions of Town and Community Councillors;
- (8) Ymlaen Llanelli – Minutes of Ymlaen Llanelli Board Meeting held on the 12th May 2026.

The Meeting concluded at 6.50 p.m.

PLANNING, LICENSING AND CONSULTATION COMMITTEE

6th July 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, 6th July 2026 at 6.00 p.m.

PRESENT: Councillors M.D. Cranham J.P., J.E. Jones J.P., A.S.J. McPherson, N.J. Pearce (Chair), 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: Councillor D. Ll. Darkin, S. Evans (Vice-Chair), L. Fenris, A. Lochrie, J.G. Prosser.

12. DECLARATIONS OF INTEREST

No declarations of Interest were made.

13. 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/10981 47 Nightingale Court, Llanelli, SA15 1HU	Two-Storey Side Extension	No Objection.
PL/10975 To the front of Nationwide, 47 Stepney Street, Llanelli, SA15 3QQ	Installation of stand alone frame with defibrillator and bleed kit cabinets for community use, in the vicinity a Nationwide Building Society branch	No Objection.

PL/11042 17 Stepney Street, Llanelli, SA15 3YB	Change of use of 17 Stepney Street, Llanelli from mixed Use Class A1/A3 to Sui Generis (betting office), external alterations, and advertisement consent	No Objection.
PL/11044 17 Stepney Street, Llanelli, SA15 3YB	Change of use of 17 Stepney Street, Llanelli from mixed Use Class A1/A3 to Sui Generis (betting office), external alterations, and advertisement consent	No Objection.
PL/10925 5 Spowart Avenue, Llanelli, SA15 3HY	Conversion and extension of existing single storey semi-detached garage, incorporating rear and side extensions with carport at ground floor level, and the addition of a dormer roof to provide two bedrooms at first floor level, for use as ancillary residential accommodation subsidiary to the main dwelling	No Objection.
PL/11051 Y Bae, Bryn Road, Llanelli, SA15 2LN	Change of Use of existing two storey property from Class C3 to Class C2	No Objection.
PL/11018 Affalon House Care Home, 2 Felinfoel Road, Llanelli, SA15 3JG	Discharge of Condition 4 on PL/10701 (Plans)	To be noted.

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

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

The Town Clerk reported the receipt of an application for a premises licence, Rra Retail, 110 Long Row, Llanelli, SA15 3AX (copies having been previously circulated to members).

RESOLVED – that consideration of the application be deferred to enable members to seek further information on the matter.

15. CONSULTATION

(1) Carmarthenshire County Council

Consideration was given to the consultation received from Carmarthenshire County Council on the proposal to relocate Ysgol Heol Goffa to a new site and increase its capacity to 150.

RESOLVED – that the consultation be noted.

(2) Carmarthenshire County Council

Consideration was given to the consultation received from Carmarthenshire County Council on the proposal to implement a prohibition of waiting at any time at the rear lane of Park Crescent.

RESOLVED – that the consultation be noted.

(3) Carmarthenshire County Council

Consideration was given to the consultation on the Review of Licensing Policy and Cumulative Impact Assessments.

RESOLVED – that the consultation be noted.

(4) Carmarthenshire County Council

Consideration of given to the consultation on the Draft Supplementary Planning Guidance.

RESOLVED – that the consultation be noted.

(5) Carmarthenshire County Council

Further to Minute No. 4.1 of the Committee Meeting held on the 18th May 2026, consideration was given to the further consultation received on proposed vertical measures, Marine Street, Llanelli.

RESOLVED – that the consultation be noted.

16. 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 Council – Notification of the temporary Road Closure to the rear of Pembrey Road, Llanelli on Monday 13th July 2026 for a period for 3 days.
- (2) Carmarthenshire County Council – Confirmation that the County Council were not in a position to provide for a Community and Town Council session as part of the consultation on the revised Carmarthenshire Local Development Plan (LDP) 2018 – 2033 Schedule of Matters Arising Changes (MACs), Integrated Sustainability Appraisal (ISA) addendum to the MACs and Habitats Regulation Assessment (HRA) addendum to the MACs. Minute No. 10.1 of the Committee meeting held on the 8th June 2026 refers.

(copies having been circulated previously by email)

The Meeting concluded at 6.18p.m

BUILDING AND FINANCE COMMITTEE

6th July 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, 6th July 2026 at 6.19 p.m.

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

APOLOGIES: A.A. Carter, S.A. Curry, S. Greaney, R. James, G.R. Lloyd and P.T. Warlow.

19. MEMBERS' DECLARATION OF INTEREST

Declarations of interest were made on Agenda Item 16.1 (as noted below).

20. FINANCIAL REPORT

(1) BUDGET REVIEW

RESOLVED – that the Income and Expenditure report for the period 1st April 2026 – 30th June 2026, in the sums of £559,493 and £375,061 respectively, be approved.

(2) ACCOUNTS FOR PAYMENT

RESOLVED - that the payment schedule showing Direct Debit Nos. 094 – 133 (inclusive) in the sum of £13,348.28, BACS Nos 029 - 054 in the sum of £26,518.50 and Electronic Payments Nos 073 - 114 in the sum of £80,078.32 respectively, be approved.

21. COMMUNITY CENTRES

(1) HIRINGS

Consideration was given to the summary schedule of hirings of all community centres during the month of June 2026 (copies having been previously circulated to members).

RESOLVED – that the information be noted.

22. APPLICATIONS FOR FINANCIAL ASSISTANCE

(1) GRANT APPLICATIONS

Councillor S. Williams declared an interest in Application a), as he works closely with the group, 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 d), as he is a member of the Civic Society, 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) CYCA;** that a grant of £500 be made;
- b) West End AFC;** that a grant of £500 be made;
- c) Llanelli Schools Rugby;** that a grant of £500 be made;
- d) Llanelli Civic Society;** that a grant of £300 be made;
- e) Heirs;** that a grant of £300 be made;
- f) Playful Roots SENSory Play;** that a grant of £300 be made;
- g) CASM;** that a grant of £300 be made;
- h) Llanelli Youth Theatre;** that a grant of £500 be made;
- i) Cegin y Bobl;** that a grant of £300 be made;

(2) LETTERS OF THANKS

To note a letter of thanks from Llanelli Polish School 'Little Eagles' and Tyisha Building Preservation CIC.

23. PUBLIC FOOTPATHS

Further to Minute No. 104 of the Committee meeting held on 13th April 2026, consideration was given to the Footpath inspection reports for the period to end of June 2026.

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

24. 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 Council – Information on the Public Rights of Way Volunteering Project.

25. 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.

26. PARKS, PLAYING FIELDS AND COMMUNITY CENTRES

Further to Minute No. 105 of the Committee meeting held on the 13th April 2026, consideration was given to the Town Clerk's report which provided an update on developments with the Town Council Parks, Playing Fields, Community Centres and other properties.

1. Crown Park

a) Water Leakage

Works had now been completed to alleviate the leak. The final cost to Martin Taffetsauffer Building and Civil Engineering Contractors was £1,850.00 plus VAT.

b) Cricket Wicket

Works were completed to relocate the cricket wicket on the 2nd and 3rd May 2026.

c) Play Area Improvement Project

Following completion of the works at Crown Park, contact had been received from the contractor, Wicksteed noting that the wet pour that was removed was anticipated to be a depth of up 50mm, however on completion of works it was found to be over double this amount. The additional cost to the contractor to remove the additional wet pour was £1,076.00 plus VAT. The Town Council had been asked to consider a contribution towards these additional costs.

2. Penygaer Playing Field Changing Rooms and Community Centre

a) Roof Works

Works at Penygaer are complete. Final costs were as follows:

- Cambrian Roofing £3,932.50 plus VAT.
- Martin Taffetsauffer Construction and Civil Engineering £1,623.24 plus VAT.

b) Catering Facility

Contact had been received from a company requesting consideration of their provision of a weekend Mobile Coffee Concession at Penygaer Playing Fields. The proposer requested consideration of provision of a facility within the Playing Fields on an area of hardstanding.

Contact had been made with the Penygaer Management Committee who had no objection to the proposal.

It was proposed that the Town Council did not approve provision of the facility within the playing fields, with the company being advised to contact the County Council on the matter in relation to seek approval of a location within the car park.

3. Paddock Street Community Centre

a) Roof Works

Works at Paddock Street were complete. Final costs were as follows:

- Cambrian Roofing £600.00 plus VAT
- Martin Taffetsauffer Construction and Civil Engineering £60.00 plus VAT

b) Electrical Works

The fuse board at the Community Centre had been identified as requiring replacement. Quotes had been received as follows:

- Excel Electrical £600.00 plus VAT
- RT Electrics £556.98 plus VAT

4. Penyfan Playing Field and Bigyn Community Centre

a) Splash Pad

Works had been undertaken in order to ascertain the cause of an area of ground adjacent to the splash pad that was very wet.

A broken asbestos pipe had been identified. Repair works were being undertaken as follows:

- TMS environmental to cut back the Asbestos containing pipe £500.00 plus VAT
- Lorne Stewart replace the repair the area of piping £600.00 plus VAT

Excavation costs would be in addition, with a report to follow when finalised.

b) Sub electrical meter for Bigyn Community Centre

In order to record electrical usage accurately in the Town Council accounts, it was necessary to install a sub meter for Bigyn Community Centre within the Penyfan Playing Fields changing rooms. Quotes received were as follows:

- Excel Electrical £490.00 plus VAT
- RT Electrics £535.42 plus VAT

c) Security Fencing

Members noted that security fencing had been required around the Penylan Changing Rooms and Bigyn Community Centre during and following works completion. Final accounts had now been received as follows:

- Martin Taffetsauffer Construction and Civil Engineering £1,224.00 plus VAT
- Fence provision hirers £4,984.28 plus VAT.

5. Property Insurance Re-instatement Valuations

Further to Minute No. 10 of the Committee meeting held on the 18th May 2026, the insurance re-instatement valuations had been received from Mallard Properties. Each valuation was confirmed with the Town Council Insurance Company and the Town Council Insurance Policy found to adequately cover for the valuations provided.

RESOLVED – that the report be noted and the

- Committee not accept the request made by Wicksteed in relation to the Crown Park play area;
- Committee give approval to RT Electrics as the electrical contractor for both sites, to carry out works detailed in 3.b) and 4.b);
- All other actions detailed be approved.

27. PADDLING POOLS 2026 SEASON

Further to minute 11 of the Committee meeting held on the 18th May 2026, Consideration was given to the Town Clerk's report which provided an update on possible provision of Paddling Pools for the 2026 Summer Period.

It was anticipated that the two Town Council managed Paddling Pools at Crown Park and Peoples' Park along with the pool at Parc Howard would be brought into operation for the School Holiday period commencing Monday 20th July 2026.

Works were therefore ongoing to prepare the paddling pools for the season.

It was noted that works to clear the moss growth on the slab pointing at Peoples' Park uncovered additional areas of pointing required to be repaired than originally anticipated. Additional necessary costs of £1,546.50 plus VAT were detailed in Architects Instruction No. 1 for the project. Security costs for the period following painting to allow for drying at Peoples Park (2 x 12 hours) totaled £457.20.

RESOLVED - that the Committee approve the actions of Officers, the cost of security provided and Architect's Instruction No. 1.

The Meeting concluded at 6.35pm

STEBONHEATH DEVELOPMENT COMMITTEE

13th July 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 **STEBONHEATH DEVELOPMENT COMMITTEE** of LLANELLI TOWN COUNCIL was held **REMOTELY** and at THE OLD VICARAGE, TOWN HALL SQUARE, LLANELLI on Monday, 13th July 2026 at 6.00 p.m.

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

APOLOGY: S. Greaney and G.R. Lloyd

1. MEMBERS' DECLARATIONS OF INTEREST

Declarations of interest were made on item 4 as noted below.

2. 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 30th June 2026, in the sums of £7,835 and £38,764 respectively (copies having been previously circulated to members).

RESOLVED – that the aforementioned report be approved.

3. LLANELLI TOWN AFC – 2026-27 SEASON – SPONSOR BOARD PROPOSAL

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

Councillor S.L. Rees declared an interest in this item as his family member plays for Llanelli Town Ladies, as he saw this as a prejudicial interest, Councillor Rees withdrew prior to the meeting and voting thereon.

Consideration was given to the Town Clerk's report on the proposal that had been submitted by Llanelli Town AFC for the renewal of the Llanelli Town Council Sponsor Board at Stebonheath Park.

The suggested cost was £550.00 for the season. Along with the Sponsor Board, the agreement would provide the Town Council with the following:

- 40 complimentary tickets for a school, charity or staff members (to be split into batches of 10 tickets over 4 games of choice across season);
- Acknowledgement of the sponsorship by the Club on their social media;
- A Quarter page advert included on a match day programme;
- Town Council logo to be displayed on front page of match day programme;
- Town Council logo to be displayed on Club website.

RESOLVED - That the Sponsor Board proposal be agreed for the 2026-27 Season.

4. 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.

5. STADIUM DEVELOPMENT AND MAINTENANCE

1. Stebonheath Park Pitch Renovations

Further to Minute No. 31 of the Committee meeting held on the 16th February 2026, consideration was given to the Town Clerk's report which set out the pitch renovation works for the 2026 off season. The 2025-26 Season had again been an extremely busy one at Stebonheath Park, with the following games hosted at the Stadium.

Llanelli Town AFC – Men's	19
Llanelli Town AFC – Development	12
Llanelli Town AFC – Ladies	11
Llanelli Town AFC – Ladies U19s	3
Evans and Williams FC	16
Cup Finals / Other	18
Total	79

The pitch playing surface had remained at a remarkably high standard throughout the season, which was a testament to the work of the Town Council Head Groundsman and Park Keepers.

It was not proposed to carry out a full pitch renovation programme this year, however arrangements had been put in place for DND Groundwork to carry out overseeding and sand top dressing to aid drainage at a cost of £1,940.00 plus VAT.

The pitch would then be allowed to recover and be available again for use from mid-July at the earliest.

2. 2026-27 Season Arrangements

Arrangements were in place in order to meet representatives of Llanelli Town AFC and Evans and Williams FC to consider arrangements for the 2026-27 season. This included Health and Safety, stewarding, catering and parking considerations.

3. Stebonheath Park Machinery

A review had been undertaken in conjunction with FAW contractors in relation to the type of machinery required for the maintenance of the pitch at Stebonheath Park. This identified the need for a quadraplay unit. An application was made to the FAW Fit for Future Equipment Fund based on this recommendation, however unfortunately, this was not successful.

4. Dug Outs

The installation of the dug outs funded via a grant obtained by Llanelli Town AFC remained outstanding. At a recent pre-start meeting, it became clear that due to the pitch run off to the current dug outs and the size of the new structures, that additional ground and barrier works would be required. The Town Council had advised that this would need to be funded by the club, this had been agreed. Discussions had therefore been held with the Town Council Consultant Architect with plans for tender developed. A further report would be provided to the Committee in due course.

RESOLVED - That the Committee note the report, approve the actions of Officers and that the Town Council continues to seek grants for the needed Quadraplay unit. Should this not be possible, consideration to be given to the Town Council purchasing the unit directly.

6. HIRINGS AND PITCH FEES 2026-27

Further to Minute No. 14 of the Committee meeting held on the 15th September 2025, consideration was given to the hiring charges for the 2026-27 season. Current and proposed schedules were circulated as follows:

STEBONHEATH PARK

FOOTBALL PITCH

Stebonheath Park

FOOTBALL PITCH

Hiring Charges 2025-26 Season

	<u>DAYLIGHT HOURS</u>	<u>UNDER FLOODLIGHTS</u>
Carmarthenshire League (Juniors Aged 16 and Under)	120.00	170.00
Carmarthenshire League (Seniors)	140.00	190.00
FAW Premier Development Leagues	140.00	190.00
FAW Adran Leagues (Ladies)	140.00	190.00
FAW Tier 2 and 3	230.00	280.00
FAW Tier 1	275.00	325.00
West Wales League (Juniors Aged 16 and Under)	210.00	260.00
West Wales League (Seniors)	230.00	280.00
Welsh Schools and Colleges	230.00	280.00
International Matches	700.00	800.00

STEBONHEATH PARK

FOOTBALL PITCH

Stebonheath Park FOOTBALL PITCH Hiring Charges 2026-27 Season

	<u>DAYLIGHT HOURS</u>	<u>UNDER FLOODLIGHTS</u>
Carmarthenshire League (Juniors Aged 16 and Under)	130.00	180.00
Carmarthenshire League (Seniors)	150.00	200.00
FAW Premier Development Leagues	150.00	200.00
FAW Adran Leagues (Ladies)	150.00	200.00
FAW Tier 1 and 2	300.00	350.00
FAW Tier 3	250.00	300.00
West Wales League (Juniors Aged 16 and Under)	220.00	270.00
West Wales League (Seniors)	240.00	290.00
Welsh Schools and Colleges	220.00	270.00
International Matches	850.00	1000.00

RESOLVED – that the proposed hiring charges for 2026-27 season be approved with a full review of the charging structure to be undertaken for the 2027-28 season.

7. STEBONHEATH SOCIAL CLUB

Further to minute 33 of the Development Committee meeting held on the 16th February 2026, consideration was given to the Town Clerk's report providing an update on matters relating to the Social Club.

Rental Position

The Social Club rental position was noted to be in arrears. The tenant was making regular, inconsistent but improved payments towards the balance.

RESOLVED - That the Committee note the report and

- Provide a written warning to the Tenant to bring payments in line with their contract by the end of August 2026, with the Committee to consider the matter further at its next meeting if this was not the case.

The Meeting concluded at 6.10 pm

ESTABLISHMENT COMMITTEE

13th July 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 Monday, 13th July at 6.10 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, A.S.J. McPherson, B.A.L. Roberts (Town Mayor), A.C. Williams (substitute for Cllr. S. Evans) and S. Williams.

APOLOGY: Councillor S. Evans.

5. MEMBERS' DECLARATIONS OF INTEREST

A Declaration of Interest was made under item 3 as noted below.

6. 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.

7. TOWN COUNCIL STAFFING ARRANGEMENTS

Councillor D. Ll. Darkin declared an interest in relation to the Paddling Pool Attendants agenda item as a relative of his had been appointed to a position. As he saw this as a prejudicial interest, he withdrew from the meeting and voting thereon.

Further to Minute No. 3 of the Establishment Committee meeting held on the 18th May 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

The Temporary Full Time Role to cover for the Administrative Officer's 1 year sabbatical period was advertised on Facebook and Indeed in June with a closing date of the 6th July 2026.

The applications had been shortlisted, with interviews due to be held week commencing 27th July 2026. The interview panel would be the Committee Chairman and Vice Chairman along with the Town Clerk

2. Paddling Pool Attendants

The Town Council had appointed 12 individuals for the role of Paddling Pool Attendant for the Summer Holidays operational period. Of these number 6 had previously carried out the role and 6 were new appointments.

Induction training had taken place on the 10th July 2026 and all new appointments would be DBS checked.

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

8. ADOPTION OF FAIR WORK WALES PRINCIPLES

The Town Clerk reported the motion referred to the Committee by the Full Town Council, minute No. 27 of the Town Council meeting held on the 3rd June 2026 referred.

The motion was as follows: -

In recent years, significant community facilities have been transferred to Llanelli Town Council as part of asset-transfer arrangements initiated by Carmarthenshire County Council. As a result of these transfers, the Town Council now directly employs a larger workforce than at any previous point in its history. Given this expansion in staffing responsibilities, it is timely and appropriate for the Council to strengthen, modernise, and formalise its employment-related policies to ensure that all staff are treated fairly, consistently, and in line with best practice across Wales. The Welsh Government's *Fair Work Wales* framework provides a clear set of principles designed to promote fair reward, security, equality, worker voice, and strong employment standards. Adopting these principles will support the Council in delivering high-quality employment practices and in ensuring that its growing workforce is supported, valued, and represented.

Council Resolves To:

1. Adopt the Fair Work Wales Principles

Llanelli Town Council formally adopts the *Fair Work Wales* Principles and commits to embedding them within all areas of its employment practice, policy development, and organisational culture.

2. Strengthen Worker Voice and Trade Union Recognition

To ensure that staff are able to access meaningful representation and collective support, the Council commits to:

- a.** Recognising relevant trade unions representing Town Council employees.

- b. Ensuring staff have access to independent trade union advice and representation.
- c. Supporting collective bargaining arrangements, where these apply.
- d. Facilitating reasonable paid time for trade union duties and training in accordance with statutory requirements.

3. Promote Fair and Transparent Employment Practices

The Council will:

- a. Maintain or exceed the Real Living Wage for all directly employed staff.
- b. Review the use of temporary or insecure contracts, minimising reliance on them wherever possible.
- c. Provide clear pathways for training, progression, and continuous professional development.
- d. Ensure workplace policies reflect the principles of equality, inclusivity, and fair treatment.

4. Integrate Fair Work Principles into Procurement and Commissioning

When awarding or renewing contracts, the Council will:

- a. Request information from suppliers on how they uphold fair employment practices.
- b. Encourage contractors to recognise trade unions and support employee representation.
- c. Consider Fair Work commitments as part of evaluation criteria, within procurement law.

5. Produce a Fair Work Implementation Report

The Town Clerk will bring a report to Council within six months outlining:

- What steps are required to embed Fair Work Wales Principles across the organisation.
- Current areas of good practice.
- Areas for improvement.
- Recommended actions and timelines.

6. Publish an Annual Fair Work Update

An annual report will be brought to Full Council, summarising progress and ensuring ongoing oversight of the Council's Fair Work commitments.

Following consideration of the matter it was:

RESOLVED – that the Town Clerk would consider the matter with a report to be provided to the Committee on the financial, legal, regulatory and any other possible impacts on the Town Council should the proposal be implemented.

The Meeting concluded at 6.15 p.m.

LLANELLI TOWN COUNCIL

ORDINARY MEETING

27th July 2026

At the **EXTRA-ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held remotely and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 27th July 2026 at 5.30 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

S. Williams

Glanymor Ward

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

Lliedi Ward

A.R. Bragoli
S. Greaney

Tyisha Ward

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

APOLOGIES: Councillors, S.A. Curry, S. Evans, L. Fenris, R. James, G.R. Lloyd, N.J. Pearce and A. Lochrie

49. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

50. PUBLIC PARTICIPATION

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

51. LLANELLI INDOOR MARKET

The Town Mayor (Councillor B.A.L. Roberts) welcomed representatives of Carmarthenshire County Council and Asbri Planning to the meeting. The representatives had agreed to attend the meeting in order to provide a presentation on the proposed Llanelli Indoor Market development at 8-14 Vaughn Street along with the resulting Pre Application Consultation being undertaken in relation to the proposed *Demolition of Existing Buildings, and Construction of Purpose-Built Building to Include Vendor Markets, Retail and Cafes and Associated Infrastructure Works. 8-14 Vaughan Street, Llanelli SA15 3TY*.

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 Pre-Application Consultation, where it was:

RESOLVED – that the Town Council welcomed the proposals and looked forward to receiving further consultation on the plans in due course. Members stressed the necessity for there to be continued detailed consultation with impacted market traders in relation to the proposals along with any additional support that can be provided to them during this process. Members also wished to ensure that continued work is undertaken to ensure that the public are also fully informed and consulted on the proposals as they develop.

The Meeting concluded at 6.00 p.m.

SELWYN SAMUEL CENTRE COMMITTEE

27th July 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 Monday, 27th July 2026 at 6.00 pm.

PRESENT: Councillors J.E. Jones J.P. (Vice-Chair) (In the Chair), D.Ll. Darkin (Substitute for Councillor S.A. Curry), S.L. Rees (Substitute for Councillor S. Evans (Chair)), B.A.L. Roberts (Town Mayor) (Substitute for Councillor L. Fenris), A.C. Williams and J.R. Williams.

APOLOGIES: Councillors A.R. Bragoli, S.A. Curry, S. Evans (Chair), L. Fenris, R. James, G.R. Lloyd, A. Lochrie, A.S.J. McPherson and N.J. Pearce.

1. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

2. 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 30th June 2026, in the sums of £11,783 and £31,959 respectively (copies having been previously circulated to members).

RESOLVED – that the report be noted and approved.

3. BOWLS CLUB

1. Meeting

Members received for information the minutes of the meeting held with the Llanelli Indoor Bowls Club on the 12th February and 10th April 2026, Minute No. 11 of the Committee Meeting held on the 8th September 2025 refers (copies having been previously circulated to members).

RESOLVED – that the minutes be noted.

4. 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.

5. CENTRE – BOARDED FLOOR

Further to Minute No. 19 of the Committee Meeting held on the 16th February 2026, consideration was given to the Town Clerk's report that updated members that arrangements were being put in place to raise the centre wooden flooring in readiness for the 2026-27 Bowling Season.

The previous contractor, Martin Taffetsauffer Building and Civil Engineering had confirmed that they are prepared to retain their price from 2025 at £2,895.00 plus VAT.

RESOLVED – that the Committee note the report and approve the quote received.

6. CENTRE LICENSING ARRANGEMENTS

Consideration was given to the Principal Officer's report that noted that a request had been received from Dyfed Powys Police and the Carmarthenshire County Council Licensing Department that the Town Council give consideration to making an application to amend its Premises License at the Selwyn Samuel Centre in order to install CCTV facilities in the Centre.

The justification for the request was provided to members. (copies of which were previously circulated to Members).

The Principal Officer's report recommended that the Committee note the report and:

- Approve the request in principal;
- Instructed Officers to meet with the Dyfed Powys Police Designing Out Crime Officer to develop a tender for the necessary installation;
- Instructed Officers to reports tenders to the Committee as soon as possible.

Following consideration of the matter it was:

RESOLVED – that the report be noted and

- That the Committee confirm their wish to support Dyfed Powys Police and the Licensing Authority in any way possible in relation to the request received.
- That the Committee would wish to be provided with additional information from Dyfed Powys Police in relation to the background to the request in order to be able to make a fully informed decision on the matter.

Officers were therefore asked to raise the above with Dyfed Powys Police.

7. CONCESSIONAIRE AGREEMENT AND CENTRE CLEANING ARRANGEMENTS

Further to Minute No. 18 of the Committee meeting held on the 16th February 2026, consideration was given to the Principal Officer's report which provided an update on the Concessionaire Agreement for Committee information.

A regular performance review meeting had been undertaken on the 15th June 2026

Cleaning Contract

The cleaning arrangements continued to be monitored to the end of the Bowling Season in Mid-April, with regular visits continuing during the Summer. The Concessionaire had been made aware that payments for cleaning services during the Summer Season, (when they have full access for private hiring of the facility), would only be made for evidenced Community Activity at the Centre.

Payments were therefore currently due to the concessionaire for cleaning activities in April, May and June, these based on the ongoing Community Activity at the Centre were currently agreed at 6 hours per week.

Rental Position

The Concessionaire Rental payments were noted to be currently in arrears, with the concessionaire making regular but inconsistent payments towards the balance along with the Town Council taking account of the charges raised to the Town Council relating to cleaning arrangements.

Selwyn Samuel Bowls Committee Meeting

A meeting had also been held with the Llanelli Indoor Bowls Club to discuss matters relating to the Concessionaire service and contract along with end of season arrangements. These matters had been fed back to the Concessionaire.

Bowls Club Charges

The Concessionaire was noted to have raised an invoice to the Bowls Club for room hire for their Annual Meeting held in May. This did not appear to be in accordance with the Concessionaire Agreement, where it states as follows:

3.2.2.4 The LIBC Committee may wish to hold its monthly executive committee meetings and AGM in the Lliedi Suite. The Contractor is required to provide the room at no charge on these occasions each year provided that the room is available. If it is not then on such other dates as may be agreed between the Contractor and the LIBC.

Officers had therefore advised the Club that this invoice was not payable. The Concessionaire had noted to wish to appeal this instruction to the Committee.

RESOLVED – that the Committee note the report and:

- Provides a written warning to the Concessionaire to bring payments in line with their contract by the end of August 2026, with the Committee to consider the matter further at its next meeting if this was not the case;
- Does not agree with the Concessionaire's appeal in relation to the Bowls Club meeting hiring charge raised.

8. CENTRE REFURBISHMENT PROJECT

Consideration was given to the Town Clerk's report in relation to a possible Maintenance Project at the Centre. Members noted that as part of their consideration of the 2026-27 Town Council precept that a review had been undertaken of the condition of the Selwyn Samuel Centre with a refurbishment project suggested to be carried out in the 2026 Summer Season when the Bowling Facilities would be out of use.

External works that were proposed were detailed in Annex 1 along with internal works including:

- Entrance corridor to Lliedi Suite requiring redecoration – consider part tiling walls to provide a maintenance free surface that won't require future painting and reduce maintenance costs
- Male WC – consideration to be given to replace existing urinal.
- Repaint various radiator covers in toilet and corridor areas
- Remedial works required to vinyl flooring in female WC areas

Consideration had thereafter been given to the categorisation of works with external works prioritised as the most urgent part of the project. These were detailed at Annex 2.

In order to allow the Town Council to allow consideration of including an allowance in the 2026-27 budget for these works, a cost estimate was prepared by the Town Council Consultant Quantity Surveyors for both possible projects. These were attached at Annex 3 and 4. It was proposed that the works set out in Annex 2 be tendered with intention of completing works if possible, prior to the start of the new bowls season.

Following consideration of the matter, it was

RESOLVED – that the report be noted and tenders sought for the more urgent external works detailed in Annex 2.

The Meeting concluded at 6.15 p.m.

SELWYN SAMUEL CENTRE COMMITTEE

10th August 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 Monday, 10th August 2026 at 6.00 pm.

PRESENT: Councillors J.E. Jones J.P. (Vice-Chair) (In the Chair), A.R. Bragoli, S.A. Curry, L. Fenris, R. James, A. Lochrie, A.S.J. McPherson, N.J. Pearce, S.L. Rees (Substitute for Councillor S. Evans (Chair)), A.C. Williams and J.R. Williams.

APOLOGIES: Councillors S. Evans (Chair) and G.R. Lloyd.

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. CENTRE LICENSING ARRANGEMENTS

Further to Minute No. 6 of the Committee Meeting held on the 27th July 2026 where a request was received from Dyfed Powys Police and the Carmarthenshire County Council Licensing Department that the Town Council give consideration to making an application to amend its Premises License at the Selwyn Samuel Centre in order to / and to install CCTV facilities in the Centre. Consideration was given to the Principal Officer's report on the matter.

Members noted that at the meeting, they had agreed:

- That the Committee wished to support Dyfed Powys Police and the Licensing Authority in any way possible in relation to the request received.
- That the Committee would wish to be provided with additional information from Dyfed Powys Police in relation to the background to the request in order to be able to make a fully informed decision on the matter.

Additional information had therefore been received from Dyfed Powys Police and was provided to members at Appendix 1.

Following full consideration of the matter it was:

RESOLVED – that the report be noted and the Committee:

- Approve the request;
- Approve officers to meet with the Dyfed Powys Police Designing Out Crime Officer to develop a tender for the necessary installation;
- Instructs Officers to reports tenders to the Committee as soon as possible.

12. CONCESSIONAIRE AGREEMENT AND CENTRE CLEANING ARRANGEMENTS

Further to Minute No. 7 of the Committee meeting held on the 27th July 2026, consideration was given to the Principal Officer's report that provided an update on the Concessionaire Agreement and staffing arrangements for Committee information.

Following full consideration of the matter it was:

RESOLVED – that the report be noted and:

- The actions of Officers be approved.

The Meeting concluded at 6.07 p.m.