

CYNGOR TREF LLANELLI



LLANELLI TOWN COUNCIL

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MINUTES

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LLANELLI TOWN COUNCIL

ORDINARY MEETING

5th June 2024

At the **ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held remotely and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 5th June 2024 at 6.00 p.m.

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

Councillors

Bigyn Ward

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

Elli Ward

N.J. Pearce
S. Williams

Glanymor Ward

L. Fenris
J.E. Jones, J.P.
S.L. Rees

Lliedi Ward

A.R. Bragoli
S. Greaney
R. James
A. Lochrie

Tyisha Ward

T. Davies
A.S.J. McPherson

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

21. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

22. PUBLIC PARTICIPATION

The Town Mayor (Councillor J.G. Prosser) noted that no members of the public were in attendance at this meeting.

23. VERIFICATION AND CONFIRMATION OF MINUTES

RESOLVED – that the following minutes of the Town Council, its committees, and joint committees (prints of which having been previously circulated to members) be taken as read, and the same are hereby verified, received, and confirmed respectively:

Llanelli Town Council Annual Meeting	9 th May 2024	1 – 3
Llanelli Town Council Adjourned Annual Meeting	13 th May 2024	4 - 23
Planning, Licensing and Consultation Committee	13 th May 2024	24 – 26
Building and Finance Committee	13 th May 2024	27 – 35
Stebonheath Development Committee	13 th May 2024	36 – 41

24. SPORTS, YOUTH AND ACTIVITIES OFFICER'S REPORT

Further to Minute No. 19 of the Adjourned Annual meeting of 13th May 2024, consideration was given to the Sports Youth and Activity Officer's report (copies having been previously circulated to members). The report dealt with the following:

(1) Community & School Activities

- **International Children's Day 2024** – In partnership with People Speak Up and Llanelli Community Partnership, plans had been put in place for International Children's Day 2024. The event was held in the Ffwrnes Fach on Thursday 30th May. The event offered free provision during the holidays. The Children Commissioner for Wales was in attendance.
- **Stebonheath Disability Festival** – The second annual event saw 130 players with mixed disabilities taking part and was held at Stebonheath Park. Teams ranging from Aberystwyth to the Rhondda attended. The event was a great occasion that saw South West Wales disabilities football being played at an elite level at the ground. Coaches had commented on how enjoyable the day was with each player receiving a participation medal. The event was sponsored by TATA Steel.
- **Festival of Sport at Stebonheath Stadium** – A sunny afternoon in Stebonheath saw 420 children from nineteen local school taking part. The event was in partnership with Actif Sir Gar. Pupils took part in activities led by Actif, Basketball Wales, local clubs such as WCKA kickboxing and Carmarthenshire Schools Football Association. Strade Young Leaders also ensured the day was a success delivering three workshops on the pitch.

- **Integrated Childrens Centre** – Sports sessions were being delivered at Morfa Integrated Children Service Centre through the medium of Welsh and English. The project catered for the youngest in our community with most participants two to four years old. Football & Athletics were the preferred activities to improve their physical literacy skills.
- **Stebonheath Street Football Cup** – In partnership with Actif Sir Gar, Stebonheath hosted the Homeless Street Football 2024 event. Eight teams took part ranging from sponsors, Charities, and professional sport clubs. NHS outreach stall was busy on the day, as well as water and fruit sponsored by Tesco. The event was well attended and enjoyed by all who participated. The final was played between Homeless Llanelli vs Swansea City Football Club
- **Seaside Football Festival** – Support had been given to Seaside AFC to facilitate their first festival in some time. Support was given to ensure there was sufficient parking and the event was well organised. Over a thousand spectators and players attended on the day. Plans had already begun for the next event during the summer. Seaside AFC had been supported to get a £400 grant from the Asda foundation.
- **Junior Traders** – Working alongside the Carmarthenshire County Council Markets & Llanelli Community Partnership, six primary schools attended the day with over two thousand pounds worth of goods being sold on the day across the six stalls. The young pupils that took part learned valuable life lessons in socialising with the public, entrepreneurship in methods of selling and numeracy skills with profit margins and counting money. Newcomers Ysgol Dewi Sant won the best stall while Ysgol Penywaer were the overall winners for the third year running with a profit of over £500.
- **Ysgol Dewi Sant** – The after-school sports club had been held in the lead up to sports day for pupils in year five and six. The club had seen sessions being delivered through the medium of Welsh. Thirty pupils had taken part with a range of sporting activity.
- **Euro's Football Event** – Ysgol Penrhos 3G was to host an event organised by Actif Sir Gar and the Town Council on the 27th of June. The inspiration for the event was for the children to watch the Euros in Germany with each school being assigned a country at this year's tournament. Invitations had also been given for the schools to complete a classroom activity with the pupils researching about the history, geography and culture of their assigned country.
- **Old Road School After School Upskill** – As in previous years Old Road school were running an after-school sports club for six weeks. The project was an opportunity for the teachers to gain ideas when leading physical education classes through the year. Upskilling the sporting provision provided by teachers allowed for a sustainable method allowing children to engage in sporting activities.

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:

- Football sessions held weekly Monday's 4.00pm – 5.00pm at the Cruyff Court Penylan
- Tennis sessions held weekly Thursday's 4:00pm – 5:00pm at Parc Howard
- Syria Sir Gar Football weekly session Wednesday's Cruyff Court in Penylan
- International Children's Day Event 30th May at The Ffwrnes Fach 1:00pm-4:00pm
- Euros Football Day at Penrhos School 10:00am – 2:00pm, 27th of June

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

25. REPRESENTATION ON OUTSIDE BODIES

Further to Minute No. 14 of the Adjourned Annual Meeting held on the 13th May 2024, in accordance with Standing Order 13 it was proposed that the representative of the Town Council on the Governing body of Ysgol Penygaer be amended from Councillor A. R. Bragoli to Councillor P. T. Warlow. This resulted from the appointment of Councillor Bragoli as an LEA Governor on the School Governing Body. The motion was proposed by Councillors S.A. Curry, J.G. Prosser (Town Mayor), S. Greaney (Deputy Town Mayor), J.R. Williams and D.Ll Darkin (Leader of the Town Council).

RESOLVED – that the motion be approved.

26. MATTERS FOR INFORMATION

RESOLVED – that the undermentioned matters be noted (copies of which having previously been circulated to members by email for their consideration):

- (1) **One Voice Wales** – Independent Remuneration Panel for Wales - Community and Town Councils - Councillor Allowances – frequently asked questions.
- (2) **Llanelly House Trust** – Minutes of the meeting held on the 11th March 2024.
- (3) **Carmarthenshire County Council** – Town and Community Council's Update.
- (4) **Tyisha Community Steering Group** – Action Log for meeting held on the 23rd May 2024.

The Meeting concluded at 6.15 p.m.

LLANELLI TOWN COUNCIL

ORDINARY MEETING

24th June 2024

At the **ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held remotely and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 24th June 2024 at 6.00 p.m.

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

Councillors

Bigyn Ward

M.D. Cranham J.P.
D.Ll. Darkin (Leader of
the Council)
G.R. Lloyd
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S. Greaney
A. Lochrie

Tyisha Ward

T. Davies
A.S.J. McPherson

APOLOGIES: Councillors S.A. Curry, J.R. Elliott, S. Evans, R. James, N.J. Pearce and B.A.L Roberts

27. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

28. PUBLIC PARTICIPATION

The Town Mayor (Councillor J.G. Prosser) noted that no members of the public were in attendance at this meeting.

29. INTERNAL AUDIT REPORT

Further to Minute No. 126 of the Council meeting held on 3rd April 2024, consideration was given to the Internal Audit (Final) Report 2023-24 prepared by Auditing Solutions Ltd. (copies having been previously circulated to members).

RESOLVED – that the information be noted and approved.

30. AUDIT OF ACCOUNTS

(1) FINANCIAL STATEMENTS 2023/2024

Further to Minute No. 37(1) of the Town Council meeting of 28th June 2023, members considered the Financial Statements which had been prepared for the 2023/2024 financial year (copies having been previously circulated to members).

RESOLVED – that the Financial Statements for 2023/2024 be accepted and approved.

31. ANNUAL RETURN FOR YEAR ENDING 31ST MARCH 2024

(1) ACCOUNTING STATEMENTS

Further to Minute No. 38(1) of the Town Council meeting of 28th June 2023, consideration was given to the Accounting Statements as contained within the Annual Return for 2023/24.

RESOLVED – that the Accounting Statements for the year ending 31st March 2024 be approved.

(2) ANNUAL GOVERNANCE STATEMENT FOR 2023/2024 and RISK REGISTER FOR 2024-25

- a) Further to Minute No. 38(2) of the Town Council meeting of 28th June 2023, members considered the Annual Governance Statement as contained within the Annual Return for 2023/24 whereupon, it was

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

- b) Further to Minute No. 5 of the Building and Finance Committee meeting held on the 13th May 2024, members considered a report prepared by the Town Clerk together with a copy of the Town Council's Risk Assessment Register (copies

having been previously circulated to members). Following further consideration it was:

RESOLVED – that the Risk Register for 2024-25 be agreed and approved.

(3) AUTHORITY TO SIGN

Further to Minute No. 38(3) of the Town Council meeting of 28th June 2023, consideration was given to the Annual Return for 2023/24 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 2023/24.

32. ANNUAL REPORT 2023/24

(1) ANNUAL REPORT 2023/24

Further to Minute No. 37(2) of the Town Council meeting of 28th June 2023, consideration was given to the draft Annual Report prepared for the year ending 31st March 2024 (copies having been previously circulated to members).

RESOLVED – that the draft Annual Report for the year ending 31st March 2024 be approved.

(2) COMMUNITY DEVELOPMENT AND ACTIVITY WORK PROGRAMME

- (i) Further to Minute No. 81 of the Town Council meeting of 6th December 2023, members considered the review of the Community Development and Activity Work Programme for 2023-24, it was

RESOLVED – that the review of the Community Development and Activity Work Programme for 2023-24 be agreed and approved.

- (ii) Consideration was given to the draft Community Development and Activity Work Programme for 2024-25, it was

RESOLVED – that the draft Community Development and Activity Work Programme for 2024-25 be agreed and approved.

(3) BIODIVERSITY AND ENVIRONMENTAL DEVELOPMENT ACTION PLAN 2024-26

Further to Minute No. 52 of the Town Council meeting of 1st December 2021, members considered the Biodiversity and Environmental Development Action Plan 2024/26 whereupon, it was

RESOLVED – that the Biodiversity and Environmental Development Action Plan 2024-26 be agreed and approved.

The Meeting concluded at 6.15 p.m.

PLANNING, LICENSING AND CONSULTATION COMMITTEE

24th June 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, 24th June 2024 at 6.15 p.m.

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

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

6. DECLARATIONS OF INTEREST

No declarations of interest were made.

7. TOWN AND COUNTRY PLANNING ACT

(1) PLANNING APPLICATIONS

Councillor D. Ll. Darkin (Chair) declared a personal interest in Application No. PL/07751 as the applicant is a former client, as he considered this to be a prejudicial interest, Councillor Darkin withdrew from the meeting prior to the discussion and voting thereon.

The Town Clerk reported the receipt of the undermentioned applications which had been sent to the Town Council by Carmarthenshire County Council's Head of Planning for its consideration and observations.

RESOLVED – that the comments shown in column 3 hereunder be forwarded to the Head of Planning: -

Ref No. and Name and Address of Applicant (1)	Proposed Development (2)	Observations (3)
PL/07690 34A Murray Street, Llanelli, SA15 1DJ	Alterations to roof	No Objections.

PL/04400 Llanelli Wellness and Life Science Village, Llanelli	Variation of Condition 2 on S/36948 (time extended for reserved matters application to be submitted from 3 to 8 years)	No objections
PL/07655 St Elli Centre, Llanelli, SA15 1SH	Change of use from Use Class A1 (shops) to Use Class A2 (financial and professional Services) and installation of ATM	No objections.
PL/07766 31 Nathan Street, Llanelli, SA15 2PG	Proposed internal alterations and change of use to retain existing dwelling and change use of former hot food takeaway to stone mason's unit	It was noted that the Application had already been refused.
PL/07627 The Diplomat Hotel, Felinfoel Road, Llanelli, SA15 3PJ	To cover an existing balcony and terrace outdoor seated area with retractable roof, automatic glass front screens and glass sides, sliding doors	No objections.
PL/07751 9 Hall Street, Llanelli, SA15 3BB	Alterations to existing building to facilitate A3 winebar use including a 1st floor external balcony area and escape stairway	No objections.

8. 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 length of Glanmor Road, Llanelli, from its junction with Great Western Crescent for a distance of 58 metres in a south-westerly direction from 23:30 p.m. on Saturday the 1st June 2024, up to and including 08:10 a.m. on Sunday the 9th June 2024.

- (2) **Carmarthenshire County Council** – Temporary Road Closure of the rear lane of Upper Robinson Street, Llanelli from a point 31 Metres North West of its junction with Elizabeth Street for a distance of 15 metres in a North Easterly direction Monday 15th July 2024 between the hours of 09:00 and 17:00 for a period of one day.
- (3) **Carmarthenshire County Council** – Cancellation of the Temporary Road Closure of length of road known as the Great Western Crescent, Llanelli originally scheduled for Saturday 15th June 2024 to 16:00 hours on Sunday 16th June 2024
- (4) **Carmarthenshire County Council** – Temporary Road Closure of Glanmor road, Llanelli, from its junction with Great Western Crescent for a distance of 58 metres in a south westerly direction from 22:00 hours on Monday 24th June to 06:00 hours on Tuesday 25th June 2024.
- (5) **Welsh Government** – Cabinet Secretary for North Wales and Transport – Update regarding 20mph speed limits.

The Meeting concluded at 6.23 p.m.

BUILDING AND FINANCE COMMITTEE

24th June 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, 24th June 2024 at 6.23 p.m.

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

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

16. MEMBERS' DECLARATION OF INTEREST

No declarations of interest were made.

17. FINANCIAL REPORT

(1) BUDGET REVIEW

RESOLVED – that the Income and Expenditure report for the period 1st April 2024 – 31st May 2024, in the sums of £561,253 and £252,393 respectively, be approved.

(2) ACCOUNTS FOR PAYMENT

RESOLVED - that the payment schedule showing Direct Debit Nos. 042 - 079 (inclusive) in the sum of £16,193.46, BACS Nos 033 - 061 in the sum of £24,298.71 and Electronic Payments Nos 054 - 127 in the sum of £110,964.08 respectively, be approved.

18. COMMUNITY CENTRES

(1) HIRINGS

Consideration was given to the summary schedule of hirings of all community centres during the month of May 2024 (copies having been previously circulated to members).

RESOLVED – that the information be noted.

19. 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.

20. PARKS PLAYING FIELDS AND COMMUNITY CENTRES

Further to minute 8 of the Committee meeting held on the 13th May 2024, consideration was given to the Town Clerk's report that provided an update on developments with the Town Council Parks, Playing Fields and Community Centres.

1. Penygaer Playing Fields

Works to the collapsed drainage along the rugby pitch at Penygaer Playing Field by the approved contractor would be carried out week commencing 24th June 2024, minute number 13 of the Committee meeting held on the 13th May 2024 refers.

2. Llanerch Field

Due to vandalism, it had been necessary to replace the Environmental Project interpretation panel at Llanerch field, the cost of this from Ingleby Davies Design was £150.00.

3. Peoples' Park

a) Paddling Pool

Work to paint areas of the paddling pool was undertaken on the 11th June by Hiorns Construction with a cost of £361.50 plus VAT. Security was provided by Safe Hands Security for a 24 hour period with a cost of £322.00.

In addition, due to Health and Safety concerns, Metal Masters would provide improved covers for the paddling pool outlet and water pipe chambers at a cost of £850.00.

The pool was due to open for the Summer Holiday period on the 22nd July. Minute number 12 of the Committee meeting held on the 13th May 2024 refers.

b) Skate Park

Further vandalism had meant that additional panels around the skate park had recently been replaced.

4. Crown Park

a) Paddling Pool

Following inspection of the pool surface, it was felt necessary to carry out a paint of the paddling pool surface. The Consultant Architect's Tender Report was attached at Annex 1. Prices were noted as follows:

- Hiorns Contruction £4,818.00
- Vaughan Construction £6,772.93
- Elijah Homes £7,375.22
- Alyn Bowen £11,917.68

The pool was due to open for the Summer Holiday period on the 22nd July. Minute number 12 of the Committee meeting held on the 13th May 2024 refers.

RESOLVED – To accept the lowest tender.

5. Nightingale Court Play Area

Over the weekend of the 8th June, it appeared that an amount of the woodchip recently purchased was stolen from the play area.

6. Penyfan Park

a) Cruyff Court

General wear and tear had meant that some patching work was necessary to the Cruyff Court surfacing, this would be carried out by South Wales Sports Grounds with a cost of £495.00.

Damage to the goal mouth backboards was also being investigated by the contractor for repairs to be considered.

7. St Barnabas Community Centre

Following the calling of the general election and a request by the County Council, it had been agreed to hand back the Community Centre building from mid July in order to enable the Centre to be used as a polling station for the General Election on the 4th July 2024.

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

The Meeting concluded at 6.32 p.m.

