

LLANELLI TOWN COUNCIL

ORDINARY MEETING

7th February 2024

At the **ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held remotely and at The Old Vicarage, Town Hall Square, Llanelli on Wednesday, 7th February 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)
J.R. Elliott
G. Lloyd
P.T. Warlow (Deputy Town
Mayor)
J.R. Williams

Elli Ward

Glanymor Ward

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

Lliedi Ward

A.R. Bragoli
A. Lochrie

Tyisha Ward

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

APOLOGIES: Councillors, A.A. Carter, S. Evans, S. Greaney and R. James

97. MEMBERS' DECLARATIONS OF INTEREST

Declarations of interest were made on item 106.

98. PUBLIC PARTICIPATION

Further to Minute No. 88 of the Town Council meeting held on 10th January 2024, the Town Mayor (Councillor N.J. Pearce) noted that no members of the public were in attendance at this meeting.

98. 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	13 th December 2023	178 - 179
Llanelli Town Council Ordinary Meeting	10 th January 2024	180 - 188
Planning, Licensing and Consultation Committee	15 th January 2024	189 - 191
Building and Finance Committee	15 th January 2024	192 – 197
Stebonheath Development Committee	22 nd January 2024	198 - 203

99. COUNCILLOR VACANCY

The Town Clerk reported a Vacancy in the office of a member of the Elli Ward of Llanelli Town Council following the resignation of J.P Jenkins. It was noted that the Notice of Vacancy had been advertised, and an election would be held on 6th March 2024.

RESOLVED – that the information be noted.

100. COMMUNITY DEVELOPMENT AND ACTIVITY

Further to Minute No. 91 of the Town Council meeting of 10th January 2024, 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

Cook / Skills 24 – Officers continued to support Cook24 connecting to 8 primary schools. The project launched on the 26th January with food stalls at the Antioch Centre where the project is now based for the remainder of 2024. The launch was well attended.

Penygaer / Crown Park / Community Sensory Garden – Members, Officers and volunteers had completed phase 1 of the Penygaer Sensory Garden. Phase 2, the play project would be consulted upon with the Penygaer and Ysgol Dewi Sant schools in February.

Climate Change Conversation – Officers were supporting the delivery of the Climate Change Conversation which was held in Ty Gwyn on the 30th January. The conversation would be part of a wider conversation in Wales and was facilitated by Foothold Cymru.

Town Centre Plastic project – The project was part of the wider Zero Waste Llanelli project of which the Town Council was an alliance member. James Dovey was the project lead and would be opening the new project shop 1 Stepney Street (EE Shop). The plastic project would be recycling bottle tops, hard plastics designing, making and selling items. The pop-up shop would be in place until March 2024.

Dementia Coalition – Officers helped to facilitate the pilot Cradle Dementia Choir in the winter of 2023. It was noted that the Cradle Choir would now be funded by The National Opera Wales for a further year and started on Tuesday 30th January and would run every Tuesday at 2.00pm at Y Ffwrnes Theater.

RESOLVED - That the information be noted.

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

(2) Policy and Strategic Meetings

Officers were working with partners; examples include meetings that had been held with:

- Cook / Green 24 project launch
- Zero Waste Alliance
- Llanelli Multi Cultural Network Drop-in Centre Support
- Penygaer School
- Penrhos School
- Stebonheath School
- Coedcae / Strade Schools
- Llanelli Good Shed
- Llanelli Community Partnership
- Llanelli Green Network
- Selwyn Samuel Centre Bowls Group
- Tesco Trostre
- Antioch Centre
- Dementia Cradle Choir
- Junior Young Traders Project, Llanelli Town Centre
- Lantern Parade meeting

- Tyisha Regeneration project
- Making Change, transforming health services Local Health Board

Strategic Work Programme Reviews

- The Principal Officer continued to meet with colleagues and support the development of Pentre Awel and Tyisha Regeneration project.
- Officers continued through February and March to review the end of year Community Development Strategy, Biodiversity Strategy, training plan and the Annual report for the Town Council.
- The Principal Officer continued to meet with the *Making Change*, social module Local Health Board, transforming health service Carmarthenshire looking at place-based health delivery.

(3) Dates for Diaries, Community Activity examples for February / March 2024

Community activity-

- Pancake day Race, 13th February, times to be confirmed
- 14th February 10.00am 1.00pm free family fun day Ffwrnes Theater
- 14th February 12.00pm – 3.00pm Llanelli Superhero Day
- 17th February Llanelli Library *What Home Means To Me*, crafts, music and Arts
- 1st March – Children parade Llanelli Town Centre, times to be confirmed
- 5th March Welsh Community Cooking evening, 5.00 pm Ty Gwyn
- 27th March 12.00pm - 3.00pm Llanelli Cartoon Capers, Llanelli Town Centre.
- Hearts and Crafts Paddock Street, 2.00pm – 3.30pm Mondays, all are welcome.
- Mondays, Fan group meeting Llanelli Goods Shed 10.00am-11.30am
- Mondays, Age Cymru 50+ Carers Group 11.00am-12.30 Llanelli Goods Shed
- Dementia Cradle Choir – Tuesdays 2.00pm Ffwrnes Theatre
- 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
- Young people up youth drop-in Ffwrnes Fach Wednesday 5.00pm -7.00pm and Tuesday 3.30pm- 5.00pm.
- 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 continue to support on a Saturday evening as a warm hub – 5.30pm – 7.00pm.
- Greenfield Baptist Church on a Wednesday.
- Sospan Soup Station are supporting on a Sunday night as a food station but also as a food hub at the Vestry Kings Church 5.30pm – 7.00pm.

101. SPORT, YOUTH AND ACTIVITY OFFICER'S REPORT

Further to Minute No. 92 of the Town Council meeting of 10th January 2024, 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.

Review of service provision in Llanelli, Meetings, Gaps, and Opportunities.

The Sports, Youth and Activities programme included an update on action taken and being developed in line with the Future Generation Act and targets goals set by Carmarthenshire Public Service Board for 2024.

(1) Community & School Activities

- **Actif Over 60's Chair Activities** – In partnership with Actif Sir Gar the SYAO had liaised with the 60+ officer from the County Council to develop free taster session at Wesleyan Hall throughout January to see if there was a demand for the group.
- **Schools Sessions** – Sessions and activities continued to thrive at Stebonheath School. This had developed and broadened the primary schools' teachers' ideas and perception with regards to physical education lessons. This had helped to provide and establish links with school sport and community sport. Teachers were now incorporating maths components such as measurements and distances with the foam javelins the SYAO brought into sessions.
- **Strade Youth Leaders** – The Young Leaders had shown an interest in opportunities that were available with Front Runner Events. Various roles would be available to the Young Leaders on the days of the 'Elli 10k' and 'Llanelli Half Marathon'. In addition, they would be attending the finals inter-school bowls day.
- **Cymru C vs England C** – After lengthy discussions with the Football Association of Wales (FAW), it had been decided that they would play their bi-annual game at Stebonheath Park. This was a great opportunity for the Town Council and Llanelli Town AFC to showcase the good work in the community that was ongoing and the stature of the ground. The game was expected to host over 600 spectators. It was hoped that the fixture would allow the FAW to see the ambitions of the Town Council in relation to Stebonheath Park
- **Nursery Sessions** – Nursery & Toddler sessions had been begun with Cylch Meithrin Llanerch, with St Pauls & Morfa Family Centre due to be confirmed. This supported the nursery and family centre staff in delivering activities to

promote *keeping active and healthy*. The project would work to tackle the rising percentage of childhood obesity levels within Llanelli which had been noted by the support services.

- **Ysgol Maes Y Morfa Rugby Sessions** – Following from a meeting, a rugby after school session for those that had expressed interest in rugby had started, around ten children had attended and welcomed the session as there was a lack of afterschool rugby sessions being offered.
- **Carmarthenshire Sports Network** – Llanelli Town Council had been invited to take part in the new Carmarthenshire Sports Partnership. The new ‘Sports Partnership’ would see five sport partnerships spanning across Wales. Llanelli formed part of the Southwest Wales region. Officers had expressed interest in chairing the subcommittee based on initiatives that focused on Developing Young Leaders / Ambassadors programme.
- **February Half Term Provision** – A timetable of activities would be published on the Town Council’s social media which would include sessions, along with working in partnership in the WRU’s Fit, Fed & Fun camp in Ysgol Penrhos. Session timetables would also be shared with the local schools in Llanelli.
- **People Speak Up Sessions** – January saw Officers support the over 50’s sessions with PSU in the Ffwrnes Fach. Members of the group benefited from the chair activities, with their mobility being improved. Session plans / exercises were given so that the exercise could also be carried out in the comfort of their own home. Healthy lifestyle choices were also discussed with an open forum to identify barriers people face in the Committee.
- **Dydd Gwyl Dewi Parade** – Activities were being planned for the parade around the Town Centre with Menter Cwm Gwendraeth Elli. 9 schools and family centres would take part in this years’ planned activities.
- **New Sporting Equipment** – The recent successful SPF application would see new football & rugby posts in the Councils Playing Field areas. Consultation was being carried out with the clubs and organisations as well as the consultations with school regarding adventure play.

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 in Penyfan;
- New Year, New Me’ scheme first Tuesday of the month, EJs.
- Syria Sir Gar Football weekly session Wednesday’s 5.00pm - 6.00pm Cruyff Court in Penyfan;
- Welsh Rugby Fit Fed & Fun Camp – 15th February at Ysgol Penrhos
- Scarlets Rugby Festival 22nd February at Coleg Sir Gar
- Actif Sir Gar Sports Awards 22nd February at the Ffwrnes Theatre
- Elli 10k – 25th of February at the Coastal Path near North Dock

- St David Day March Through – 1st March
- Bowls Inter School Final – 7th March

RESOLVED - That the information be noted.

(3) Communication and advertising

The activities were being made available will be advertised on the Town Council social media, website and via posters. In addition to emails being sent to eight primary and two secondary schools.

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

102. TOWN COUNCIL 50TH ANNIVERSARY

Further to Minute No. 50 of the Well-Being of Future Generations Working Group meeting held on the 15th January 2024, consideration was given to events that could be undertaken during the 2024-25 year to mark the 50th Anniversary of the Town Council's founding in 1974. Events and activities were suggested that would promote the Town Council's history, partnerships and services provided to the Town of Llanelli.

These included:

Mayoral Events

- Reception for former Town Mayor's, Town Clerk's, Town Councillor's and Staff;
- Community Awards Evening celebrating Community Activity over the previous 50 years.

Town Council Public Face

- Update for the Town Council website, Facebook / Instagram pages and email signatures to note the anniversary;
- Update of page contents including provision of a 'democracy' page and online resource.

Selwyn Samuel Centre

- Mayoral Charity Concert;
- Bowls Tournament event with the Llanelli Indoor Bowls Club.

Parks and Playing Fields

- Community picnic / Garden Party during the Summer period 2024.

Community Centres

- Community activity week with organisations making use of the community centres.

Stebonheath Park

- **50-year celebration Sports engagement week – Currently Schedule for the week of 13th – 19th May**
 - Tuesday 14th May – Mini Olympic school years 3 / 4 – 10;
 - Golf Wales (off pitch), handball (LTC), rugby (scarlets) boxing (fitness Stallion boxing), basketball (Basketball Wales), Races (Welsh Athletics), Throwing LTC/AWP;
 - Wednesday 15th May - Euro Football Day – year 5/6 – 15 schools – supporting local football clubs;
 - Thursday 16th May – Scarlets and Town Council, year 2/3 Rugby Festival – with Coleg Sir Gar;
 - Sunday 19th May – Disability Football Tournament.

Town Centre Event

- Possible Town Centre Event in partnership with Ymlaen Llanelli / Llanelli BID to co-incide with the Great Get Together in mid June to include a family fun day in the Town Centre and possible competitions for a wide range of activities such as arts, cookery, flowers etc.

Twinning

- **Invitation to Agen Council to visit Llanelli** – Suggested for the last weekend in June to co-incide with the Town Centre 80s Festival and Armed Forces Day.

Other Considerations

- **Former Town Council Flower Festival** – Possibility of a resurrection on a one-off basis of the festival, this could form part of the Town Centre Event suggested above.
- **Stebonheath Stadium** – Llanelli Town AFC were noted to be looking at a possible friendly match with a topflight side to mark the 100th anniversary of Stebonheath Stadium.
- **Selwyn Samuel Centre** – The Llanelli Indoor Bowls Club had been successful in their bid for the BIIBC Internationals and Championships in March 2025.

RESOLVED – that the proposals be noted, and approval given for further work by Officers to confirm a finalised programme of events.

103. MATTERS FOR INFORMATION

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

- (1) **Well-being of Future Generations Working Group** – Minutes of meeting held on 15th January 2024.
- (2) **Llanelli Traffic Management Working Group** - Minutes of meeting held on 16th January 2024.
- (3) **One Voice Wales** – Training Dates for January, February & March 2024.

- (4) **Dyfed Powys Police and Crime Commissioner** – St David’s Day Conference 2024.
- (5) **Llanelli Railway Goods Shed** - Quarter 4 Newsletter.
- (6) **Carmarthenshire County Council** – Update on the Public Spaces Protection Order.
- (7) **One Voice Wales** – Information on Use of IT, Websites and Social Media Training.
- (8) **Cyber Resilience Centre for Wales** - January 2024 newsletter.
- (9) **Llanelli Railway Goods Shed Trust** – Update.
- (10) **Older People’s Commissioner for Wales** - Report ‘Access denied – Older people’s experiences of digital exclusion in Wales’.
(copies having been circulated previously)

104. 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.

105. PENYBIGYN COMMUNITY CENTRE

Consideration was given to the Town Clerk’s report that noted that the former Penybigyn Community Centre at Bigyn Road was leased to Carmarthenshire County Council on the 1st August 2023 for a 21 year period.

The rental was originally set at a ‘peppercorn’, this was in recognition of the work intended to be undertaken by the County Council to transform the former building to provide additional facilities for Bigyn Primary School. The building had thereafter been used as a Meithrin and was an integral part of the school facility.

With the lease end date nearing, contact had been made with the County Council in relation to their intentions for the building. It was confirmed that it was very much the wish of the School and County Council to retain the building. The Town Council consultant valuers, Lambert Smith Hampton were therefore contracted to provide options on the matter with the following findings;

- Market Rent £12,000
- Market Value £77,500 (with sitting tenant)
- Market Value £120,000 (with vacant possession).

These values were provided to the County Council in late 2022 for consideration. Following visits to the school and further discussions on the matter. The County Council had advised the Town Council of their views as follows:

The preferred option is for a purchase of the Freehold of the centre including the adjacent parking area, timed to coincide with lease end in July this year.

From our valuation exercise we confirm we can support this at a price of £120,000 (One Hundred and Twenty Thousand Pounds). We are instructed to proceed at this figure but no higher.

It was noted that:

- The County Council had therefore met the Town Council Consultant Valuers previously assessed valuation of the property;
- Bigyn Primary School were very keen to retain the property and had noted their preferred option of the purchase of the building;
- The Town Council had no current use for the building as the preference had been to develop Community Centre facility at the nearby Penyfan Playing fields;
- This capital receipt could be utilised to support the costs of the proposed development at Penyfan Playing Fields through the creation of an earmarked reserve.

RESOLVED – that the sale be approved of the freehold of Penybigyn Community Centre to the County Council at the price of £120,000, with these funds to then be placed in an earmarked reserve towards the Penyfan Community Centre project.

106. GROUNDS MAINTENANCE SLA

Further to Minute No. 26 of the Council meeting held on 19th May 2022 where members approved the Service Level Agreement (SLA) between Llanelli Town Council and Llanelli Rural Council for Grounds Maintenance Services for the 2022-23 Financial Year. Consideration was given to the Town Clerk's report.

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

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

For the 2024-25 year, under the updated SLA, the Personnel Costs would be £69,941 which took into account 4,214 labour hours p.a. (full costs associated with two employees, Employers N.I. and Pension costs).

The Management Fee (back-office costs equating to 421 hours p.a.) would be £10,187.

Other costs covered by the SLA for 2024-25 included:

Vehicle and Machinery Maintenance	£21,905
Materials for Ground Maintenance	£20,475
Other employee costs	£3,350

There was also provision for the purchase of additional capital equipment with a 50% contribution cost of £4,475.

The Rural Council would therefore continue to provide the service for 2024-25.

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

107. PENYFAN COMMUNITY FACILITY

Councillors D.LI. Darkin and L. Fenris declared a personal interest in this item, as they have contacts employed for Wernick Building Ltd, as they considered this to be a prejudicial interest they therefore withdrew from the meeting prior to the discussion and voting thereon.

Further to Minute No. 95 of the Town Council meeting held on 10th January 2024, members received a copy of the consultant quantity surveyor of the tenders received of the modular building, costings were received as follows:

- | | | |
|----------------------------------|-----------|-----------------|
| • Portakabin Ltd | £300,000 | Budget Estimate |
| • Wernick Building Ltd | £306,329 | |
| • Carlton Building Solutions Ltd | £311,733 | |
| • Willbox | No return | |

Following detailed consideration of the matter it was:

RESOLVED

To approve in principal the price received from Wernick Building Ltd, pending receipt of the planning permission along with the estimated expenditure of the ground works and other works required to complete the project.

108. SELWYN SAMUEL CENTRE

The committee received a verbal update from the Principal Officer, it was noted that Llanelli IBC had been selected to hold the WIB finals in April 2024 and the BIIBC Internationals and Championships in March 2025.

The meeting concluded at 6.25pm