LLANELLI TOWN COUNCIL

ORDINARY MEETING

7th January 2026

At the **ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held remotely and at The Old Vicarage, Town Hall Square, Llanelli on Wednesday, 7th January 2026 at 6.00 p.m.

PRESENT: Councillor J.E. Jones J.P. (Town Mayor) (Presiding)

Councillors

Bigyn Ward

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

Elli Ward

S. Williams

Glanymor Ward

A.A. Carter
L. Fenris
S.L. Rees
B.A.L. Roberts

Lliedi Ward

A.R. Bragoli
S. Evans (Deputy Town Mayor)
S. Greaney
A. Lochrie

Tyisha Ward

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

APOLOGIES: Councillors N.J. Pearce and R. James.

84. POINTS OF ORDER

Councillor D.Ll. Darkin (Leader of the Council) raised a Point of Order under Standing Order No. 26 to request clarification, due to the current political composition of the Council, in relation to where the Council Leadership should currently be located. Councillor S.L. Rees as Leader of the main Opposition Group, noted that discussions were ongoing in relation to this matter, however that no change in the Council Leadership position was currently proposed.

85. MEMBERS' DECLARATIONS OF INTEREST

A Declaration of Interest was made on item 93 as noted below.

86. PUBLIC PARTICIPATION

The Town Mayor (Councillor J.E. Jones J.P.) provided an opportunity to the members of the public in attendance at this meeting to raise any issues relating the meeting agenda.

87. 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	25th November 2025	162 - 163
Llanelli Town Council Ordinary Meeting	3rd December 2025	164 - 170
Planning, Licensing and Consultation Committee	8th December 2025	171 - 176
Building and Finance Committee	8th December 2025	177 - 181
Establishment Committee	8th December 2025	182 – 184
Stebonheath Development Committee	17th December 2025	185 - 186

88. COMMUNITY DEVELOPMENT AND ACTIVITY

(1) <u>Community Activities</u>

- **Christmas In Llanelli 2025**

  Toy box 2025 – The Town Council gifted the appeal £1,750 of toys and hygiene products purchased in the Town Centre. The scheme sees the numbers needing support increasing year on year, the annual review of the projects would take place in February 2026.

  Community Christmas Tree lights – Christmas trees had been placed and lit around the Llanelli community. Children from Stebonheath school and Cylch Meithrin Llanerch sang songs at the Llanerch Community Centre and Bigyn Community Centre light switch-on adding to the Christmas cheer.

Food Around the World - Officers supported the Multicultural Network Food Around the World Christmas celebration that took place on the 16th December at the Selwyn Samuel Centre. The event was very well attended and brought together community members from different cultures to celebrate Christmas through their food and cultural traditions.

Support for the Feeding Stations - Town Mayor Cllr John Jones sponsored three evenings in the run up to Christmas at the feeding station. £300 was given to support the feeding stations in Llanelli. The Town Mayor alongside officers was able to visit to thank the volunteers for all their hard work during the year.

Llanelli Community Partnership alongside Tesco Trostre delivered 100 food hampers. The bag packing day was held on the 19th December at Bigyn Community Centre. Volunteers from Coleg Sir Gar joined community volunteers to pack bags which were delivered prior to Christmas. The Hearts and Crafts Group based at Paddock Street Community Centre had also been knitting scarves, gloves and hats from donated wool for the Feeding Stations. These were delivered to those needing support in time for Christmas.

- **Strade Youth Leaders -** In partnership with Ysgol Y Strade, the Town Council was progressing with the next cohort of Strade Youth Leaders. The project was aimed at pupils who prefer a more practical approach to coaching and education rather than traditional core subjects. Thirty aspiring young coaches would be selected and subsequently signposted to support local community clubs post project. The scheme attracted over 170 pupil applications, those not selected for the programme would still receive a full day of coaching training, ensuring they benefit from valuable skills and development opportunities.

- **Healing the Divide -** Training sessions would be held for community leaders in January 2026 at Parc y Scarlets. Further information and dates were to be confirmed.

- **Llanelli Schools Football Tournament** - The Town Council, in partnership with Actif Sir Gâr and the Carmarthenshire Schools FA, would deliver a primary school's tournament at Ysgol Penrhos on 24th February 2026. The event would provide an opportunity to showcase footballing talent from across Llanelli and promote participation in school sport. The tournament would celebrate teamwork, skill, and fair play, while offering pupils a positive competitive experience. The top eight teams would go on to represent Llanelli at county level in the finals.

- **Mini Diversity Day** - In November, over 50 individuals from diverse communities visited Parc y Scarlets to watch the Scarlets secure a victory against the Glasgow Warriors. The visit provided an inclusive and memorable experience, supporting community engagement through sport. This project was

made possible with the support of the Scarlets Community Foundation, whose contribution helped ensure access and participation for individuals who may not otherwise have had the opportunity to attend a professional sporting event.

- **Pentre Awel Community Walk** - With Pentre Awel now fully open, the Town Council was working in partnership with County Council officers and the NHS outreach team to deliver a series of community walks around the site. These walks will encourage physical activity, promote wellbeing, and help residents become familiar with the facilities and surrounding area.

- **Warm Bags Initiative** - The Town Council had secured 100 warm bags from Wales & West Utilities to support individuals in need who were sleeping rough during the Christmas period. The bags had been distributed across Llanelli through organisations that work closely with these communities. Each bag included essential items such as hot water bottles, gloves, scarves, blankets, and hand warmers, along with information leaflets signposting where individuals could seek further help and support.

RESOLVED: That the information be noted

(2) POLICY AND STRATEGIC MEETINGS

Officers are working with partners; examples are

- Llanelli Multi Cultural Network Drop-in Centre Support
- Pentre Awel
- 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
- Coleg Sir Gar
- Hearts and Crafts

- Llanelli RBL
- St Pauls Family Centre
- Tyisha Team

RESOLVED: That the information be noted.

89. ARRANGEMENTS FOR THE PUBLISHING OF MEETING RECORDINGS

Further to Minute No. 69 of the Building and Finance Committee meeting held on the 8th December 2025, consideration was given to the Town Clerk's report 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 been held with Pisys (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 wish to implement this suggestion, that was as follows:

- The web developer would be provided with access to a dedicated SharePoint folder where the recordings could be downloaded from the Teams application used by the Town Council.
- The web developer would then cut the recording as necessary (to remove the matters that were considered in private etc).
- The recording would then be placed onto a private YouTube channel (which would not be generally searchable).
- 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).
- The recording would be password protected with residents contacting the Town Council for access to be enabled.

Cost would be 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).

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 should the proposal be taken forward (with additional cost implications that would need to be considered). Arrangements would also need to be put in place to take into account the privacy of members of the public (including children) who may attend Council meetings.

It was also noted that Officers had been unable to find examples of other Town and Community Councils publishing meeting recordings as had been proposed for Llanelli Town Council. The matter had also been discussed with One Voice Wales, who are also unaware of other examples.

RESOLVED – the report be noted and the Town Clerk to seek further information on options for implementation of the proposal to enable a final decision to be taken.

90. 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 – E-bulletin;
(2) Llanelli Railway Goods Shed Trust – Newsletter;
(3) Dyfed Powys Police and Crime Commissioner – Bulletin;
(4) Ystadau Cymru - Empty Properties in Wales: handbook;
(5) One Voice Wales – Information on a joint event with Planning Aid Wales to be held on the 19th March 2026.

91. 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.

92. GROUNDS MAINTENANCE SERVICE LEVEL AGREEMENT 2026-27

Further to Minute No. 113 of the Council meeting held on 5th February 2025 where members approved the Service Level Agreement (SLA) between Llanelli Town Council and Llanelli Rural Council for Grounds Maintenance Services for the 2025-26 Financial Year, consideration was given to the Town Clerk's report. The report noted that the SLA continued to provide for the ground's maintenance costs (labour and materials) at the Town Council's parks and playing fields 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 2026-27 year, under the updated SLA, the Personnel Costs would be £77,763.59 which consisted of 4,228.58 labour hours p.a. (full costs associated with two employees, Employers N.I. and Pension costs).

The Management Fee (back-office costs equating to 422.86 hours p.a.) would be £11,078.93.

Other costs covered by the SLA for 2026-27 were estimated to include:

	2026-27	2025-26
Vehicle and Machinery Maintenance	£27,415	£28,175
Materials for Ground Maintenance	£20,700	£20,475
Other employee costs	£4,900	£4,100

There was also provision for the purchase of an additional capital equipment and replacement of a mower with a 50% contribution cost of £25,120.

Llanelli Rural Council would continue to provide the service for 2026-27.

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

93. BRYN YARD

Councillor D.Ll. Darkin (Leader of the Council) declared an interest in the item, as he is employed by the company interested in the land, as he saw this as a prejudicial interest Councillor Darkin withdrew from the meeting prior to discussion and voting thereon.

Further to Minute No. 275 of the meeting of the Llanelli Town Estate held on the 9th October 2023, where ownership of the Bryn Yard was confirmed as being vested with Llanelli Town Council, consideration was given to the Town Clerk's report that noted that contact had been received from a property development company, looking to acquire the piece of land known as the Bryn Yard, Trinity Road, Llanelli for the purposes of a residential development.

In order for the Town Council to be fully informed on the position, contact was noted to have been made with the Town Council Consultant Valuers to obtain their advice on the value of the land in question. The cost of the assessment report was £1,000.00 plus VAT. The valuation report and bid documents were provided for member attention.

Following full consideration of the matter, it was

RESOLVED - the actions of Officers was approved and that the Town Council was not currently seeking to sell the Bryn Yard parcel of land. The Town Clerk to make the interested party aware of the Town Council's decision.

The Meeting concluded at 6.49 p.m