

Cyngor Tref Llanelli - Llanelli Town Council

Yr Hen Ficerdy,
Sgwâr Neuadd y Dref,
LLANELLI,
Sir Gaerfyrddin,
SA15 3DD.



The Old Vicarage,
Town Hall Square,
LLANELLI,
Carmarthenshire,
SA15 3DD.

Arfon Davies, Clerc y Dref/Town Clerk

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Eich Cyf:
Your Ref:

Fy Nghyf
My Ref: TC/ALB

Dyddiad
Date: 28/11/24

TO: ALL MEMBERS OF LLANELLI TOWN COUNCIL

Dear Councillor,

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, you are hereby summoned to attend the **MEETING** of **LLANELLI TOWN COUNCIL** to be held **REMOTELY** and at **THE OLD VICARAGE, TOWN HALL SQUARE, LLANELLI** on **WEDNESDAY, 4th DECEMBER 2024** at **6.00 p.m.**

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Arfon Davies'.

Town Clerk

A G E N D A

1. **To receive apologies for absence**
2. **To receive members' declaration of interest**

Declaration form for completion will be circulated at the start of the meeting.

3. **Public Participation**

To provide an opportunity for any members of the public in attendance to address Council or ask questions on any matters of concern in relation to agenda items (other than those proposed to be considered in private).

4. **Verification and Confirmation of Minutes**

To receive, confirm and verify Minutes of Proceedings as follows: -

		<u>Page Nos.</u>
Establishment Committee	15 th July 2024	144 - 146
Llanelli Joint Burial Advisory Committee	11 th September 2024	147 - 148
Llanelli Town Council Ordinary Meeting	6 th November 2024	149 - 157
Llanelli Town Council Extraordinary Meeting	11 th November 2024	158 - 160
Planning, Licensing and Consultation Committee	11 th November 2024	161 - 163
Building and Finance Committee	11 th November 2024	164 - 170
Stebonheath Development Committee	18 th November 2024	171 - 175
Selwyn Samuel Centre Committee	18 th November 2024	176 - 179
Establishment Committee	18 th November 2024	180 - 182

5. **Community Development and Activity**

(1) Principal Officer's Community Development and Activity Report

To consider the Principal Officer's Report. Minute No. 76 of the Town Council meeting of 6th November 2024 refers (copy to follow).

(2) Community Development and Activity Work Programme

To receive the six monthly review of the Community Development Work Programme 2024-25 – Minute No. 32(2) of the Council meeting held on 24th June 2024 refers (copy herewith).

6. **Sports, Youth and Activities**

To consider the Sport, Youth and Activity Officer's Report. Minute Number 77 of the Town Council meeting of 6th November 2024 refers (copy herewith).

7. **Ysgol Penrhos**

To consider the Town Clerk's report. Minute No. 15 of the Adjourned Annual Meeting of the Town Council, held on the 13th May 2024 refers (copy herewith).

8. **Town Council Financial Regulations**

To consider the draft updated Financial Regulations, Minute No. 48 of the Town Council meeting held on the 2nd October 2019 refers. (copy herewith).

9. **Audit of Accounts 2023/2024**

To receive the Annual Return and Accounting Statements following completion of the Audit for the year. Minute No. 31 of the meeting held on the 24th June 2024 refers. (copy herewith).

10. **Internal Audit Report 2024/25**

To report receipt of Internal Audit Report (First Interim) 2024-25 prepared by Auditing Solutions Ltd. – Minute No. 29 of the Council meeting of 24th June 2024 refers (copy herewith).

11. **Matters for Information**

- (1) Tyisha Building Preservation Community Interest Company** – Minutes of meeting held on the 29th October 2024.
- (2) Llanelli Town Council** – Minutes of the Future Generation Working Group held on the 18th November 2024.
- (3) Office Christmas Closing Arrangements.**
- (4) PLTRA** – Minutes of meeting held on the 30th October 2024.
- (5) One Voice Wales** – Training Dates November and December 2024.
- (6) One Voice Wales** – News Bulletin.
- (7) Parc Howard Association** – Minutes of meeting held on the 28th October 2024.
- (8) Llanelly House Trust** – Minutes of the Trust meeting held on the 14th October 2024.
- (9) Llanelli Community Partnership** – Minutes of the AGM held on the 11th November 2024.
- (10) One Voice Wales** – Training events November 2024 – March 2025.
(copies previously circulated by email).

NOTE: THE REPORTS RELATING TO THE FOLLOWING ITEMS CONTAIN CONFIDENTIAL DETAILS. IF THE COUNCIL RESOLVES PURSUANT TO SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 TO CONSIDER THE ITEM IN PRIVATE, THE PUBLIC WILL BE EXCLUDED FROM THE MEETING DURING THEIR CONSIDERATION OF THEM.

12. Stebonheath Stadium Lease

To consider the Town Clerk's report, Minute No. 21 of the Stebonheath Development Committee meeting held on the 18th November 2024 refers (copy herewith).

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Eich Cyf:
Your Ref:

Fy Nghyf
My Ref: TC/ALB

Dyddiad
Date: 28/11/24

AT: BOB AELOD O GYNGOR TREF LLANELLI

Annwyl Gynghorydd,

Yn unol â darpariaethau Atodlen 12 Deddf Llywodraeth Leol 1972 a Adran 47 o Ddeddf Llywodraeth Leol ac Etholiadau (Cymru) 2021, fe'ch gelwir chwi drwy hyn i **GYFARFOD CYNGOR TREF LLANELLI** i'w gynnal **O BELL** ac yn **YR HEN FICERDY, SGWÂR NEUADD Y DREF, LLANELLI DDYDD MERCHER 4^{YDD} RHAGFYR 2024 am 6.00 o'r gloch.**

Yn gywir,

Clerc y Dref

AGENDA

- I dderbyn ymddiheuriadau am absenoldeb**
- I dderbyn datganiadau buddiant yr aelodau**

Dosberthir ffurflen datganiad i'w llenwi ar ddechrau'r cyfarfod.

- Cyfranogiad y Cyhoedd**

I rhoi cyfle i unrhyw aelod o'r cyhoedd sy'n bresennol annerch y Cyngor neu ofyn cwestiynau ar unrhyw faterion sy'n codi pryder mewn perthynas ag eitemau ar yr agenda (ac eithrio'r rhai y bwriedir eu hystyried yn breifat).

- Dilysu a Chadarnhau Cofnodion**

I dderbyn, cadarnhau a dilysu Cofnodion y Cyfarfodydd canlynol:-

Rhif Tud.

Pwyllgor Staffio	15 ^{fed} Gorffennaf 2024	144 - 146
Cydbwyllgor Cynghori ar Gladdedigaethau Llanelli	11 ^{fed} Medi 2024	147 - 148
Cyngor Tref Llanelli	6 ^{ed} Tachwedd 2024	149 - 157
Cyfarfod Neulltuol Cynfor Tref Llanelli	11 ^{fed} Tachwedd 2024	158 - 160
Pwyllgor Cynllunio, Trwyddedu ac Ymgynghori	11 ^{fed} Tachwedd 2024	161 - 163
Pwyllgor Adeiladu a Chyllid	11 ^{fed} Tachwedd 2024	164 - 170
Pwyllgor Datblygu Stebonheath	18 ^{fed} Tachwedd 2024	141 - 143
Pwyllgor Canolfan Selwyn Samuel	18 ^{fed} Tachwedd 2024	176 - 179
Pwyllgor Staffio	18 ^{fed} Tachwedd 2024	180 - 182

5. **Datblygu a Gweiddgaredd Cymunedol**

(1) **Adroddiad Datblygu a Gweiddgaredd Cymunedol y Prif Swyddog**

I ystyried Adroddiad y Prif Swyddog - Gweler Cofnod Rhif 76 o gyfarfod y Cyngor a gynhaliwyd ar 6^{ed} Tachwedd 2024. (copi i ddilyn).

(2) **Rhaglen Waith Datblygu Cymunedol a Gweithgareddau**

I dderbyn adolygiad chwe misol o Raglen Waith Datblygu Cymunedol 2024-25 – gweler Cofnod Rhif 32(2) o gyfarfod y Cyngor a gynhaliwyd ar 24^{ain} Mehefin 2024 (copi'n amgaeedig).

6. **Chwaraeon, Ieuenctid a Gweithgareddau**

I ystyried Adroddiad y Swyddog Chwaraeon, Ieuenctid a Gweithgareddau. Gweler Cofnod Rhif 77 o gyfarfod y Cyngor ar 6^{ed} Tachwedd 2024 (copi'n amgaeedig).

7. **Ysgol Penrhos**

I ystyried adroddiad Clerc y Dref. Gweler Cofnod Rhif 15 o Gyfarfod Blynyddol Gohiriedig y Cyngor Tref, a gynhaliwyd ar 13^{eg} Mai 2024 (copi'n amgaeedig).

8. **Rheoliadau Ariannol y Cyngor Tref**

I ystyried y Rheoliadau Ariannol drafft wedi'u diweddarau, gweler Cofnod Rhif 48 o gyfarfod y Cyngor Tref a gynhaliwyd ar 2^{il} Hydref 2019. (copi'n amgaeedig).

9. **Archwiliad Gyfrifon 2023/2024**

I dderbyn y Ffurflen Flynyddol a'r Datganiadau Cyfrifyddu ar ôl cwblhau'r Archwiliad am y flwyddyn. Gweler Cofnod Rhif 31 o gyfarfod y Cyngor a gynhaliwyd ar 24^{ain} Mehefin 2024. (copi'n amgaeedig).

10. **Adroddiad Archwilio Mewnol 2024/25**

I hysbysu derbyn Adroddiad Archwilio Mewnol (interim blaenorol) 2024-25 a baratowyd gan Auditing Solutions Ltd - Gweler Cofnod Rhif 29 o gyfarfod y Cyngor a gynhaliwyd ar 24^{ain} Mehefin 2024 (copi'n amgaeedig).

11. **Materion er Gwybodaeth**

(1) **Cwmni Buddiant Cymunedol Cadwraeth Adeiladau Tyisha** – Cofnodion y cyfarfod a gynhaliwyd ar 29^{ain} Hydref 2024.

(2) **Cyngor Tref Llanelli** – Cofnodion Gweithgor Cenedlaethau'r Dyfodol a gynhaliwyd ar 18^{fed} Tachwedd 2024.

(3) **Trefniadau Cau Nadolig y Swyddfa.**

(4) **PLTRA** – Cofnodion y cyfarfod a gynhaliwyd ar 30^{ain} Hydref 2024.

(5) **Un Llais Cymru** – Dyddiadau Hyfforddiant Tachwedd a Rhagfyr 2024.

(6) **Un Llais Cymru** – Bwletin Newyddion.

(7) **Cymdeithas Parc Howard** – Cofnodion cyfarfod gynhaliwyd ar 28^{ain} Hydref 2024.

(8) **Ymddiriedolaeth Plas Llanelly** – Cofnodion cyfarfod yr Ymddiriedolaeth a gynhaliwyd ar 14^{fed} Hydref 2024.

(9) **Partneriaeth Gymunedol Llanelli** – Cofnodion y Cyfarfod Cyffredinol Blynyddol a gynhaliwyd ar 11^{fed} Tachwedd 2024.

(10) **Un Llais Cymru** – Digwyddiadau Hyfforddiant Tachwedd 2024 – Mawrth 2025.
(copïau wedi ddosbarthu'n flaenorol trwy e-bost).

SYLWCH: MAE'R ADRODDIADAU SY'N YMWNEUD Â'R EITEMAU CANLYNOL YN CYNNWYS MANYLION CYFRINACHOL. OS YW'R CYNGOR YN PENDERFYNU YN UNOL I ADRAN 1(2) O DDEDDF CYRFF CYHOEDDUS (DERBYN CYFARFODYDD) 1960 I YSTYRIED YR EITEM YN BREIFAT, BYDD Y CYHOEDD YN CAEL EI EITHRIO O'R CYFARFOD YN YSTOD EU HYSTYRIAETH.

12. Brydles Stadiwm Stebonheath

I ystyried adroddiad Clerc y Dref, gweler Cofnod Rhif 21 o gyfarfod Pwyllgor Datblygu Stebonheath a gynhaliwyd ar 18^{fed} Tachwedd 2024 (copi'n amgaeedig).

AGENDA ITEM 6

TO: ALL MEMBERS OF LLANELLI TOWN COUNCIL

MEETING – 4TH DECEMBER 2024

COMMUNITY DEVELOPMENT AND SPORTS, YOUTH AND ACTIVITIES REPORT

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

The Sports, Youth and Activities programme includes 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

- **Autumn Activities Timetable** – The Autumn activities timetable has been published and shared with schools and community groups. Sessions such as football, bowls and multisport are included. The bowls and football club sessions provide a transition platform from community activities into club activity. The successful Llanelli indoor junior bowls sessions attracting a high number of children continue from the summer bowls sessions.
- **Wellbeing Walk of Pentre Awel** – Over thirty local community members joined Town Council officers as well as the newly appointed Community Officer for Pentre Awel on the 4th November, for a 2 mile walk around the site which concluded in Unit 7 Coffee Shop which provided refreshments to the community.
- **Schools Bowls Competition** – The schools bowls competition resulted in a play off match between Ysgol Y Felin and Ysgol Pentip, with parents and family members coming to support the local schools. Ysgol Y Felin will now move on to the final after a 17-16 victory. The schools staff and children thanked the officer and Bowls club volunteers for their efforts.
- **Heroes of the Cruyff Course** – A £1,000 grant has been awarded as a result of the further training undertaken by the SYAO, this will fund new advertising equipment for use during sessions. Local company emerge have produced ‘pop ups’ for more children to engage in sessions taking place in our green spaces.
- **School Sports Survey Results** – The School Sport Survey is a national survey of pupils from years 3 to 11, looking into attitudes, behaviours and opportunities for young people in sport. The survey is key to understanding who, where, and how often young people participate in, and have a demand for sports. Teachers are also offered the opportunity to share their views on school sport provision and the support they need to deliver it. This has now been localised to Llanelli Officers will assist Actif Sport team in the way they deliver taking account of the data.
- **The Barclays Premier League in Llanelli** – Working alongside the Barclays Local Specialist, over 500 children will attend the Llanelli Library on the 3rd of December to take photos and see personal and up close the Men’s and Women’s Premier League trophy. Eight of the Town Council schools will be in attendance.
- **Coleshill Special Needs Bowls** – Partnering with the Llanelli Indoor Bowls Club to allow those with additional learning needs to take part in physical activity within a calm setting. The children then receive a social activity while eating in the Selwyn Samuel Centre post activity.

- **Syria Sir Gar Rugby Sessions** - The Syria Sir Gar group have now partnered with the Scarlets Community team to allow the youngsters their first opportunity to play rugby. The four sessions will be followed up by a visit to the stadium and possible tickets to the European fixture on the 15th of December.
- **Community Christmas Float** – Teaming up with a number of partners the Community float took part in this year's Llanelli Christmas Carnival. Around twenty thousand people viewed our community float with handmade crafts and lanterns made by children and adults of various nurseries, family centres along with People Speak Up. The event was a major success with ambitions to do it again next year
- **Xmas Around the World** – Llanelli Multi Cultural Network are once again holding their Xmas around the world in EJ's on the 17th of December to celebrate the diversity we have in Llanelli. All members are invited to attend the event beginning at 10am.

RECOMMENDATION: That the information be noted

(2) Activities Planned Short Term / Long Term

Sporting activities are 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 – 5.30pm at the Cruyff Court in Penylan;
- Bowls sessions held weekly Thursday's 4:00pm – 5:00pm at Selwyn Samuel Centre
- Syria Sir Gar Football weekly session Wednesday's Cruyff Court in Penylan;
- Schools Bowls Sessions Thursdays 9am-11am at the Selwyn Samuel Centre
- Xmas Around the World 17th December at EJ's at 10am
-

RECOMMENDATION: That the information be noted

(3) Communication and advertising

The activities 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.

RECOMMENDATION: That the information be noted, and actions taken be approved.

D. Sion Thomas
Sport, Youth and Activity Officer

December 2024

AGENDA ITEM 7

TO: LLANELLI TOWN COUNCIL

DATE OF MEETING: 4TH DECEMBER 2024

YSGOL PENRHOS

Further to minute 13 of the Adjourned Annual Meeting of Llanelli Town Council held on the 13th May 2024, the Town Council has been made aware of a vacancy for a Governor Representing Llanelli Town Council on the Governing Body of Ysgol Penrhos.

The Town Council is therefore invited to nominate a member to serve as Governor on the Ysgol Penrhos Governing Body.

Recommendation - that the Council notes the report and nominates a new Town Council representatives on the School Governing Body.

Arfon Davies
Town Clerk

November 2024.

AGENDA ITEM 11

Meeting of the Directors of the Tyisha Building Preservation CIC

5.00pm 29th October 2024

Directors Present:

Cllr David Darkin (Chair), Cllr Andre McPherson, Cllr David Darkin, Fred Hughes and Ken Jones

Officers:

Arfon Davies (Secretary).

Apologies:

Cllr Suzy Curry

1. Minutes of the Meeting held on the 6th February 2024

The draft minutes were received and approved as a correct record.

2. Project Updates – Park Church

The notes of the meeting held with Carmarthenshire County Council on the 2nd October 2024 were circulated. The Secretary confirmed that he had provided the Company Registration information. The Chair and Secretary would meet to develop and provide to the County Council the information on the CIC plans for Park Church.

It was hoped that progress would be made by the County Council in order to move forward with the CIC taking ownership of the former Church. It was noted that the process could take several months to complete.

3. Financial and Other Issues

a) Llanelli Town Estate – Asset Lock

The Secretary confirmed that the Llanelli Town Estate at their meeting of the 13th May 2024, the Town Estate had agreed to be the Asset Lock body for the CIC.

b) Insurance Policy

The Secretary noted that the Insurance Policy would be taken out once advised by the County Council that matters were progressing with the Park Church Project. This would include the Directors Liability insurance.

c) Bank Account

The Secretary confirmed that the bank account was in place with Lloyds Bank.

d) Funding Applications

The Secretary confirmed that a grant of £300 had been received from the Llanelli Town Council. Further applications would be considered when appropriate.

4. Discussion regarding future projects

Calfaria Chapel and the Former Cinema were discussed. The Secretary will seek information on any hierarchy of concern from the County Council.

5. Date of next meeting and Annual General Meeting

5pm on the 3rd December 2024.

18th November 2024

In accordance with the provisions of Schedule 12 of the Local Government Act 1972 and Section 47 the **Local Government and Elections (Wales) Act 2021** the **WELL-BEING OF FUTURE GENERATIONS WORKING GROUP** of **LLANELLI TOWN COUNCIL** was held REMOTELY at the OLD VICARAGE on Wednesday, 18th November 2024 at 5.30 p.m.

PRESENT: Councillors A.R. Bragoli, D.Ll. Darkin (Leader of the Council), A.S.J. McPherson (Substitute for Councillor J.R. Elliott), P.T. Warlow and S. Williams.

OFFICERS IN ATTENDANCE: A.L. Davies (Town Clerk), D. Jones (Principal Officer), A.L. Bowen (Administrative Officer), and S.L. Thomas (Finance Officer)

APOLOGIES: Councillors A.A. Carter, T. Davies, J.R. Elliott, S. Evans, S. Greaney (Deputy Town Mayor) (Vice-Chair), J.E. Jones J.P, N.J. Pearce (Chair), and B.A.L. Roberts.

61. Appointment of Chairman Pro Tempore

As the Chairman and Vice-Chair had given their apologies, it was

RESOLVED – that Cllr. D.Ll. Darkin (Leader of the Council) be appointed Chair Pro Tempore

62. Notes of the Working Group Meeting held on the 5th June 2024

The notes of the Working Group meeting held on the 5th June 2024 were noted.

63. Town Council Social Media Presence

The Town Clerk gave an update on social media interaction with the Town Council Facebook and Instagram pages.

The Town Council Social Media following has continued to rise, and the impressions on the Facebook posts were noted to be high.

RESOLVED: That the update be noted.

64. Community Activity and Development Work 2024-25

The Town Clerk presented the 6-month review of the Community Activity and Development Work Programme for the 2024-25 year.

Following further discussion it was:

RESOLVED: That the 6-month review of the Community Activity and Development Work Programme for 2024-25 be approved for presentation to the next Town Council meeting.

The Meeting concluded at: 5.47pm

TO: LLANELLI TOWN COUNCIL

DATE OF MEETING: 4TH DECEMBER 2024

TOWN COUNCIL OFFICE CHRISTMAS CLOSURE ARRANGEMENTS

I refer to Minute No. 83 (16) of the Council meeting held on 6th December 2023.

This year the Council office will be closed from

13.00 p.m. Monday 23rd December 2024

and will re-open at

8.45 a.m. Thursday 2nd January 2025.

The Office switchboard will be re-directed to my mobile and should any urgent issues arise, the Town Council Park Keepers are contactable on 01554 779999 along with myself and Delyth via our mobiles when assistance is required:

RECOMMENDATION – that the information be noted.

Arfon Davies
Town Clerk

November 2024.