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*

Ffôn/Tel: (01554) 774352

Ebost/Email: enquiries@llanellitowncouncil.gov.uk
Gwefan/Website: www.llanellitowncouncil.gov.uk

Eich Cyf: *Your Ref:*

Fy Nghyf *My Ref:* TC/ALB

Dyddiad *Date:* 31/12/25

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, 7th JANUARY 2026 at 6.00 p.m.**

Yours faithfully,

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: -

		Page Nos.
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

5. Community Development and Activity

(1) Community Development and Activity Report

To consider the Principal Officer's Report. Minute No. 78 of the Town Council meeting of 3rd December 2025 refers (copy herewith).

6. Arrangements for the Publishing of Meeting Recordings

To consider the Town Clerk's report. Minute No. 69 of the Building and Finance Committee meeting held on the 8th December 2025 refers. (copy herewith).

7. Matters for Information

(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.

(copies previously circulated to members)

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.

8. Grounds Maintenance SLA

To consider the Town Clerk's report. Minute No. 83 of the Town Council meeting held on the 5th February 2025 refers. (copy herewith).

9. Bryn Yard

To consider the Town Clerk's report. Minute No. 275 of the meeting of Llanelli Town Estate held on the 9th October 2023 refers. (copy herewith)

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Eich Cyf:	*Fy Nghyf*	*Dyddiad*
Your Ref:	*My Ref:* TC/ALB	*Date:* 31/12/25

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 7FED IONAWR 2026 am 6.00 o'r gloch**.

Yn gywir,

Clerc y Dref

A G E N D A

1. I dderbyn ymddiheuriadau am absenoldeb

2. I dderbyn datganiadau buddiant yr aelodau

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

3. 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).

4. Dilysu a Chadarnhau Cofnodion

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

		Rhif Tud.
Pwyllgor Ymgynghorol Claddedigaethau ar y Cyd Llanelli	25ain Tachwedd 2025	162 – 163
Cyngor Tref Llanelli	3ydd Rhagfyr 2025	164 – 170
Pwyllgor Cynllunio, Trwyddedu ac Ymgynghori	8fed Rhagfyr 2025	171 – 176
Pwyllgor Adeiladu a Chyllid	8fed Rhagfyr 2025	177 - 181
Pwyllgor Sefydlu	8fed Rhagfyr 2025	182 – 184
Pwyllgor Datblygu Stebonheath	17eg Rhagfyr 2025	185 - 186

5. Datblygu a Gweiddgaredd Cymunedol

(1) Adroddiad Datblygu a Gweiddgaredd Cymunedol y Prif Swyddog

I ystyried Adroddiad y Prif Swyddog - Gweler Cofnod Rhif 78 o gyfarfod y Cyngor Tref a gynhaliwyd ar 3ydd Rhagfyr 2025. (copi'n amgaeedig).

6. Trefniadau ar gyfer Cyhoeddi Recordiadau Cyfarfodydd

I ystyried adroddiad Clerc y Dref, gweler Cofnod Rhif 69 o gyfarfod y Pwyllgor Adeiladu a Chyllid a gynhaliwyd ar 8fed Rhagfyr 2025 (copi'n amgaeedig).

7. Materion er Gwybodaeth

(1) Un Llais Cymru – E-fwletin;
(2) Ymddiriedolaeth Sied Nwyddau Rheilffordd Llanelli – Cylchlythyr;
(3) Comisiynydd Heddlu a Throseddu Dyfed Powys – Bwletin;
(4) Ystadau Cymru - Eiddo Gwag yng Nghymru: llawlyfr;
(5) Un Llais Cymru – Gwybodaeth am ddigwyddiad ar y cyd â Chymorth Cynllunio Cymru a gynhelir ar 19feg Mawrth 2026.

(copïau eisoes wedi'u dosbarthu i aelodau)

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.

8. Cytundeb Lefel Gwasanaeth Cynnal a Chadw Tiroedd

I ystyried adroddiad Clerc y Dref. Gweler Cofnod Rhif 83 o gyfarfod y Cyngor Tref ar 5ed Chwefror 2025. (copi'n amgaeedig).

9. Iard y Bryn

I ystyried adroddiad Clerc y Dref. Gweler Gofnod Rhif 275 o gyfarfod Ystâd Tref Llanelli a gynhaliwyd ar 9fed Hydref 2023. (copi'n amgaeedig).

AGENDA ITEM 5

TO: ALL MEMBERS OF LLANELLI TOWN COUNCIL

MEETING – 7TH JANUARY 2026

COMMUNITY DEVELOPMENT AND ACTIVITIES REPORT

The Town Council has a legal duty under the Well-being of Future Generations Act 2015 to ensure it takes consideration of the Act in all its activities and services. The Town Council Community Development Service supports the delivery of the objectives set out within both the Act and the Carmarthenshire Well-being strategy through its work in Llanelli with Community Organisations and key partners for 2025.



(1) Community Activities

- **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 will take place in February 2026.

Community Christmas Tree lights – Christmas trees have 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 3 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 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 have 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 is progressing with the next cohort of Strade Youth Leaders. The project is aimed at pupils who prefer a more practical approach to coaching and education rather than traditional core subjects. Thirty aspiring young coaches will 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 will still receive a full day of coaching training, ensuring they benefit from valuable skills and development opportunities.

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

- **Llanelli Schools Football Tournament** - The Town Council, in partnership with Actif Sir Gâr and the Carmarthenshire Schools FA, will deliver a primary school's tournament at Ysgol Penrhos on 24th February 2026. The event will provide an opportunity to showcase footballing talent from across Llanelli and promote participation in school sport. The tournament will celebrate teamwork, skill, and fair play, while offering pupils a positive competitive experience. The top eight teams will 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 is 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 has secured 100 warm bags from Wales & West Utilities to support individuals in need who are sleeping rough during the Christmas period. The bags have been distributed across Llanelli through organisations that work closely with these communities. Each bag includes essential items such as hot water bottles, gloves, scarves, blankets, and hand warmers, along with information leaflets signposting where individuals can seek further help and support.

RECOMMENDATION: 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

(3) Activities Planned Short Term / Long Term January / February

Activities are being developed with planned short term and long-term activities working independently and in partnership some examples are as follows:

- Football sessions weekly Monday's 4.00pm – 4.45pm at the Cruyff Court in Penyfan
- Bowls sessions weekly Thursday's 4:00pm – 4:45pm at SSC
- Multicultural Network every Tuesday from 10.30am - 12.30pm at the Selwyn Samuel Centre
- Young People Speak Up drop-in every Wednesday 5.00pm – 7.00pm - at the Ffwrnes Fach.
- Welsh Learning Sessions every Thursday 10:00am – 12:00pm at Llanelly House
- Men in Conversation every Thursday, 10.00am to 3.00pm – 4.30pm at the Ffwrnes Fach
- Intergenerational activities People Sing Up, every Thursday 10:15am – 1.00pm
- Pentre Awel Community Walk 30th of January 1pm at Pentre Awel

RECOMMENDATION: That the information be noted

(4) 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, two secondary schools and Coleg Sir Gar and community organisations.

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

Delyth Jones Principal Officer

D. Sion Thomas Sport, Youth and Activity Officer January 2026

AGENDA ITEM 6

TO: LLANELLI TOWN COUNCIL

DATE OF MEETING: 7TH JANUARY 2026

LLANELLI TOWN COUNCIL – ARRANGEMENTS FOR THE PUBLISHING OF METTING RECORDINGS

Further to Minute No. 69 of the Building and Finance Committee meeting held on the 8th December 2025, Officers have made enquiries in relation to the arrangements that would be necessary to enable the publishing of Town Council meeting recordings online.

Meetings have 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 is presented to the Committee is as follows:

- 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;
- The web developer would then cut the recording as necessary (to take out 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 provision of the password.

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 continues to be felt to provide for adequate recording quality for meeting recordings, however this will 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 is also noted that Officers have been unable to find examples of other Town and Community Councils publishing meeting recordings as has been proposed for Llanelli Town Council. The matter has also been discussed with One Voice Wales, who are also unaware of other examples.

I await the Committee's consideration of the matter.

Arfon Davies
Town Clerk

December 2025.