

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
Ffacs/Fax: (01554) 770376

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

Eich Cyf:
Your Ref:

Fy Nghyf
My Ref: TC/ALB

Dyddiad
Date: 29/05/25

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, 4th JUNE 2025 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: -

Page Nos.

Llanelli Town Council Annual Meeting	7 th May 2025	1 - 3
Llanelli Town Council Adjourned Annual Meeting	12 th May 2025	4 - 20
Planning, Licensing and Consultation Committee	12 th May 2025	21 - 25
Building and Finance Committee	12 th May 2025	26 - 28
Stebonheath Development Committee	12 th May 2025	29 - 31

5. **Community Development and Activity**

Community Development and Activity Report

To consider the Community Development and Activity Report. Minute No. 16 of the Town Council Adjourned Annual Meeting of 12th May 2025 refers. (copy herewith).

6. **Town Council Financial Regulations**

To consider the draft updated Financial Regulations, Minute No. 90 of the Town Council meeting held on the 4th December 2024 refers. (copy herewith).

7. **Risk Assessment Register**

To consider the Risk Assessment Register – Minute No. 4 of the Building and Finance Committee meeting of 12th May 2025 refers (copy herewith).

8. **Carmarthenshire County Council Panel Performance Assessment**

To receive an invitation for a nomination to represent the Town Council on an Informal Focus Group of Community and Town Councils in preparation for the Carmarthenshire County Council Panel Performance Assessment. (copy herewith).

9. **Matters for Information**

- (1) **Carmarthenshire County Council** – Town Centre Task Force, Minutes of the meeting held on the 13th March 2025.
- (2) **One Voice Wales** – Practice Development Notes.
- (3) **One Voice Wales** – E-bulletin.
- (4) **PLTRA** – Minutes of the meeting held on the 8th April 2025.
- (5) **Contracts and Leases Working Group** – Minutes of the meeting held on the 27th May 2025.

(copies available to members).

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
Ffacs/Fax: (01554) 770376

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

Eich Cyf:
Your Ref:

Fy Nghyf
My Ref: TC/ALB

Dyddiad
Date: 29/05/25

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 4^{YDD} MEHEFIN 2025 am 6.00 o'r gloch.**

Yn gywir,

Clerc y Dref

AGENDA

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:-

		<u>Rhif Tud.</u>
Cyfarfod Blynyddol Cyngor Tref Llanelli	7 ^{fed} Mai 2025	1 – 3
Cyfarfod Blynyddol Gohiriedig Cyngor Tref Llanelli	12 ^{fed} Mai 2025	4 - 20
Pwyllgor Cynllunio, Trwyddedu ac Ymgynghori	12 ^{fed} Mai 2025	21 - 25
Pwyllgor Adeiladu a Chyllid	12 ^{fed} Mai 2025	26 - 28
Pwyllgor Datblygu Stebonheath	12 ^{fed} May 2025	29 - 31

5. **Datblygu a Gweiddgaredd Cymunedol**

Adroddiad Datblygu a Gweiddgaredd Cymunedol

I ystyried Adroddiad Datblygu a Gweiddgaredd Cymunedol - Gweler Cofnod Rhif 16 o gyfarfod Blynnyddol Gohiriedig y Cyngor a gynhaliwyd ar 12^{fed} Mai 2025. (copi'n amgaeedig).

6. **Rheoliadau Ariannol y Cyngor Tref**

I ystyried y Rheoliadau Ariannol drafft wedi'u diweddaru, gweler Cofnod Rhif 90 o gyfarfod y Cyngor Tref a gynhaliwyd ar 4^{ydd} Rhagfyr 2024. (copi'n amgaeedig).

7. **Cofrestr Asesu Risg**

I ystyried y Cofrestr Asesu Risg – gweler Cofnod Rhif 4 o gyfarfod y Pwyllgor Adeiladu a Chyllid gynhaliwyd ar 12^{fed} Mai 2025 (copi'n amgaeedig).

8. **Asesiad Perfformiad Panel Cyngor Sir Caerfyrddin**

I dderbyn gwahoddiad am enwebiad i gynrychioli'r Cyngor Tref ar Grŵp Ffocws Anffurfiol o Gynghorau Cymuned a Thref i baratoi ar gyfer Asesiad Perfformiad Panel Cyngor Sir Caerfyrddin. (copi'n amgaeedig).

9. **Materion er Gwybodaeth**

- (1) **Cyngor Sir Caerfyrddin** – Tasglu Canol Dref, Cofnodion y cyfarfod a gynhaliwyd ar 13^{eg} Mawrth 2025.
- (2) **Un Llais Cymru** – Nodiadau Datblygu Ymarfer.
- (3) **Un Llais Cymru** – E-fwletin.
- (4) **PLTRA** – Cofnodion y cyfarfod a gynhaliwyd ar 8^{fed} Ebrill 2025.
- (5) **Gweithgor Contractau a Phrydlesi** – Cofnodion y cyfarfod a gynhaliwyd ar 27^{ain} Mai 2025.

(copiau ar gael i aelodau).

AGENDA ITEM 5

TO: ALL MEMBERS OF LLANELLI TOWN COUNCIL

MEETING – JUNE 2025

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

- **Junior Young Traders Market Llanelli 2025** – 12 schools took part in the Junior Young Traders Market which was held on the 22nd May 2025, an increase from the 6 schools that took part in 2024. The market ran alongside the Thursday trading market and gave a valuable opportunity for the children to ply their skills. All products were hand made by the children and delivered on the curriculum on entrepreneurship. The winning school on the stall design went to Ysgol Dewi Sant with the overall winners being Penygader school for a 4th time, over £4,500 was traded by the schools on the day. The event was covered by Bay TV alongside other media outlets. The was the culmination of the 3-month project which was facilitated in partnership by the Town Council, County Council Markets / school educational team, Llanelli Community Partnership, Llanelli Chamber of Trade and Foothold.
- **Entre Comp Games** – In a transitional event with Pentip School, 14 youth leaders from St John Lloyds school delivered activities which included problem solving and critical thinking rather than traditional sports. Tesco's community champion provided pupils with fruit and water for the morning event. Felicity Benson Healy spoke about the entrepreneurial skills of the program for children, and how important they are when transitioning from primary school to secondary school. A further event is planed in the coming weeks.
- **Eary Year Sessions** – Physical activity sessions continue to take place in a variety of early years settings. In addition to the sessions, St Paul Family Centre have been gifted footballing equipment for the yard. Cylch Meithrin Llanerch will have balance bikes sessions at Llanerch playing fields delivered by Town Council Officers.

- **Ysgol Heol Goffa** – Following the school attending their first ‘Meet The Mayor’ session in April. Links have been nurtured with the Town Council. Officers supported their roadshow event at the school as well as assisting with football and rugby matches hosted at Penygaer playing fields. Young leaders from Ysgol Strade will also be supporting Heol Goffa Sports Day in early Summer.
- **West Wales Sport & Community Engagement Event** - Officers attended the West Wales Sport & Community Engagement Event which was an opportunity to bring together diverse communities and sports organisations across the region to network, share best practices, tackle challenges, and learn from one another. The event took place on the 8th May 2025 at the EYST Unit Swansea. The event focused on building connections, fostering collaboration, and exploring how we can create a more inclusive and thriving sports environment for everyone in West Wales. It was a chance to come together, hear different perspectives, and find practical ways to break down barriers and improve access to sport and physical activity for all.
- **VE 80 Day Activities** – VE Day celebrations in Llanelli were supported with activities including:
 - VE Day commemorations at St Elli Parish Church on the 8th May. The memorable evening saw performances that filled the church with music and was well attended.
 - Officers supported the VE Day afternoon tea party on the 12th May at Paddock Street Community Centre with the Hearts and Crafts group hosting veterans and Town Mayor Cllr Bragoli for an afternoon tea and quiz.
 - Officers supported a Community Picnic event on the 28th May. The event was well attended and held in the Goods Shed with sports activities, music, stalls, games, fire service appliances and signing.
- **Armed Forces Week 2025 – Flag Raising & Lowering Ceremonies** – Will be held in Llanelli Town Hall Square on Sunday, 22nd June 2025 at 11:00am. Flag Lowering Ceremony will take place on Monday, 30th June 2025 at 6:00pm Llanelli Town Hall Square.

RECOMMENDATION: That the information be noted

(2) POLICY AND STRATEGIC MEETINGS

Officers are working with partners; examples are

- Nepalese Community
- Chamber of Trade Llanelli
- Agen Town Council
- Llanelli Multi Cultural Network Drop-in Centre Support
- Pentre Awel
- Zero Waste Alliance
- Foothold Cymru
- Llanelli Community Partnership
- Llanelli Green Network
- Local Places for Nature CCC
- Tesco Trostre
- People Speak Up

- Barclays Bank
- Carmarthenshire County Council Markets
- Actif Sir Gar
- Tyisha Community Team
- Bigyn School
- 12 Primary schools
- Markets team CCC
- Greener Growth
- Ysgol Heol Goffa
- Hywel Dda Community Team

(3) Activities Planned Short Term / Long Term June

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 Penylan;
- Tennis sessions weekly Tuesday's 4.00pm – 4.45pm at the Pac Howard Tennis Courts
- Bowls sessions weekly Thursday's 4:00pm – 4:45pm at Havelock Bowls
- Dementia Cradle Choir –Tuesday 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.
- Men in Conversation every Thursday, 10.00am to 3.00pm – 4.30pm at the Ffwrnes Fach.
- Internal Children's Day at Ffwrnes Fach Theatre 2:30pm until 4:00pm on 29th May
- The Great Get Together at Stepney Square 11:00am until 3:00pm on 21st June
- Rugby Exchange with Agen 27th/28th/29th June
- Harmonious Heroes Showcase at Llanelli House at 10:30am until 1:00pm 19th June
- Armed Forces Week 2025 – Flag Raising & Lowering Ceremonies Sunday, 22nd June 2025 at 11:00am. Flag Lowering Ceremony will take place on Monday, 30th June 2025 at 6:00pm Llanelli Town Hall Square.

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, two secondary schools and Coleg Sir Gar.

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

Delyth Jones Principal Officer

D. Sion Thomas Sport, Youth and Activity Officer

June 2025

AGENDA ITEM 8

From: Llinos Evans (Policy)

Sent: 21 May 2025 18:47

To:

Cc:

Subject: Asesiad Perfformiad Panel - Panel Performance Assessment - Cyngor Tref Llanelli

A brief message to extend an invitation to a representative from your Community & Town Council take part in this unique opportunity to share your views with us as we would very much appreciate your input.

The County Council will be subject to a Panel Performance Assessment in June 2025. The assessment will be undertaken by an independent externally appointed panel who will assess the extent to which the Council:

- is exercising its functions effectively – doing what we set out to do;
- is using its resources economically, efficiently, and effectively; and
- has effective governance in place for securing the above.

As part of this, the Panel would like to hear from Carmarthenshire Community & Town Councils through an informal focus group. The focus group will take place at **09:30am-10:30am on Thursday 12th June at County Hall, Carmarthen.**

Spaces are limited therefore should you wish to be considered for the focus group please respond to this email by **Friday 23 May** and we will send you further details.

Llinos Evans 

Rheolwr Polisi a Chynnwys / Policy & Involvement Manager
Is-adran Pobl, Digidol a Pholisi / People, Digital & Policy Division

sirgar.llyw.cymru | carmarthenshire.gov.wales

Mae croeso i chi gysylltu â ni yn Gymraeg neu Saesneg

You are welcome to contact us in Welsh or English

AGENDA ITEM 9

27th May 2025

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 **CONTRACTS AND LEASES WORKING GROUP** of LLANELLI TOWN COUNCIL was held REMOTELY and at The Old Vicarage, Town Hall Square, Llanelli on Tuesday, 27th May 2025 at 6.30 p.m.

PRESENT: Councillors D.Ll. Darkin (Leader of the Council) (Chair), L. Fenris.

APOLOGIES: A.S.J. McPherson and J.G. Prosser.

20. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

21. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960

RESOLVED – that in view of the confidential nature of the business to be transacted the following matter 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.

22. LEASE OF STEBONHEATH STADIUM TO LLANELLI TOWN AFC

Further to Minute No. 43 of the Stebonheath Development Committee meeting held on the 23rd April 2025, the Town Clerk reported progress with consideration of the lease along with a request for instructions on certain matters by the Town Council's Solicitors.

Following consideration of the matter, it was

RESOLVED – That responses be provided to the Solicitors and the matter be reported to the Stebonheath Development Committee at its next meeting.

The Meeting concluded at 6.00 p.m.