

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

Eich Cyf:
Your Ref:

Fy Nghyf
My Ref: TC/ALB

Dyddiad
Date: 07/03/24

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, 13th March 2024 at 6.00 p.m.**

Yours faithfully,

Town Clerk

AGENDA

- To receive apologies for absence**
- To receive members' declaration of interest**

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

- 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).

- Verification and Confirmation of Minutes**

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

		<u>Page Nos.</u>
Selwyn Samuel Centre Committee	7 th February 2024	204 - 206
Llanelli Town Council Ordinary Meeting	7 th February 2024	207 - 217
Ex-Town Mayor's Committee	19 th February 2024	218 - 219
Planning, Licensing and Consultation Committee	19 th February 2024	220 - 224
Joint Standing Committee on Estimates	19 th February 2024	225 - 226
Building and Finance Committee	19 th February 2024	227 - 237

5. **Town Mayor Elect**

To appoint the Town Mayor-Elect for the 2024-25 Municipal Year – Minute No. 95 of the Council meeting held on 1st March 2023 refers.

6. **Community Development and Activity**

To consider the Principal Officer's Report. Minute No. 100 of the Town Council meeting of 7th February 2024 refers (copy herewith).

7. **Sport, Youth and Activity Officer's Report**

To consider the Sport, Youth and Activity Officer's Report. Minute No. 101 of the Town Council meeting of 7th February 2024 refers (copy herewith).

8. **Matters for Information**

- (1) **One Voice Wales** – Draft Minutes of the Carmarthenshire Area Committee held on Tuesday 23rd January 2024.
 - (2) **One Voice Wales** – Minutes of the Larger Council's meeting held on Wednesday 11th October 2023.
 - (3) **PLTRA** – Minutes of the meeting held on 7th December 2023
 - (4) **One Voice Wales** – Request for Nominations for the King's New Year Honours 2025.
 - (5) **Tyisha Community Steering Group** – Action Log for the meeting held on the 22nd February 2024.
 - (6) **One Voice Wales** – Offer of a free Portrait of His Majesty The King for Community, Town and County Councils in Wales.
 - (7) **Carmarthenshire County Council** – Town & Community Councils Update.
(copies having been circulated previously by email)
 - (8) **Tyisha Building Preservation CIC** – Copies of minutes of meetings held on the 6th December 2023 and 6th February 2024.
 - (9) **Parc Howard Collaboration Group** – Minutes of the meeting held on the 2nd February 2024.
 - (10) **Contracts and Leases Sub-Committee** - Minutes of the meeting held on the 28th February 2024.
- (copy herewith).

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.

9. **Air Quality Monitoring**

To consider the Town Clerk's Report, Minute Number 61 of the Town Council meeting held on the 4th October 2023 refers. (copy to follow).

10. **Penyfan Community Facility**

To consider the Town Clerk's report. Minute Number 93 of the Building and Finance Committee meeting held on the 19th February 2024 refers. (copy to follow).

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Eich Cyf:
Your Ref:

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My Ref: TC/ALB

Dyddiad
Date: 07/03/24

AT: BOB AELOD O GYNGOR TREF LLANELLI

Annwyl Gyngorydd,

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 13^{FED} MAWRTH 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 Canolfan Selwyn Samuel	7 ^{fed} Chwefror 2024	204 - 206
Cyfarfod Cyffredin Cyngor Tref Llanelli	7 ^{fed} Chwefror 2024	207 - 217
Pwyllgor Cyn Faer y Dref	9 ^{fed} Chwefror 2024	218 - 219
Pwyllgor Cynllunio, Trwyddedu ac Ymgynghori	19 ^{fed} Chwefror 2024	220 - 224
Y Cydbwyllgor Sefydlog ar Amcangyfrifon	19 ^{fed} Chwefror 2024	225 - 226
Pwyllgor Adeiladu a Chyllid	19 ^{fed} Chwefror 2024	227 - 237

5. **Ethol Maer y Dref**

I penodi Maer y Dref Etholedig ar gyfer Blwyddyn Gyngor 2024-25 – gweler Cofnod Rhif 95 o gyfarfod y Cyngor a gynhaliwyd ar 1^{af} Mawrth 2023.

6. **Datblygu a Gweiddgaredd Cymunedol**

I ystyried Adroddiad y Prif Swyddog - Gweler Cofnod Rhif 100 o gyfarfod y Cyngor ar 7^{fed} Chwefror 2024. (copi'n amgaeedig).

7. **Adroddiad y Swyddog Chwaraeon, Ieuenctid a Gweithgareddau**

I ystyried Adroddiad y Swyddog Chwaraeon, Ieuenctid a Gweithgareddau. Gweler Cofnod Rhif 101 o gyfarfod y Cyngor Tref a gynhaliwyd ar 7^{fed} Chwefror 2024 (copi'n amgaeedig).

8. **Materion er Gwybodaeth**

- (1) **Un Llais Cymru** – Cofnodion Drafft Pwyllgor Ardal Sir Gaerfyrddin a gynhaliwyd ddydd Mawrth 23^{ain} Ionawr 2024.
- (2) **Un Llais Cymru** – Cofnodion cyfarfod y Cynghorau Mwy a gynhaliwyd ddydd Mercher 11^{fed} Hydref 2023.
- (3) **PLTRA** – Cofnodion y cyfarfod a gynhaliwyd ar 7^{fed} Rhagfyr 2023
- (4) **Un Llais Cymru** – Cais am Enwebiadau ar gyfer Anrhydeddau Blwyddyn Newydd y Brenin 2025.
- (5) **Grŵp Llywio Cymunedol Tyisha** – Log Gweithredu ar gyfer y cyfarfod a gynhaliwyd ar 22^{ain} Chwefror 2024.
- (6) **Un Llais Cymru** – Cynnig am portread Rhad ac Am Ddim o'i Fawrhydi Y Brenin i Gyngorau Cymuned, Tref a Sir yng Nghymru.
- (7) **Cyngor Sir Caerfyrddin** – Diweddariad Cynghorau Tref a Chymuned.
(copiau wedi'u dosbarthu'n flaenorol trwy e-bost)
- (8) **Tyisha Building Preservation CIC** – Copïau o gofnodion cyfarfodydd a gynhaliwyd ar 6^{ed} Rhagfyr 2023 a 6^{ed} Chwefror 2024.
- (9) **Grŵp Cydweithredol Parc Howard** – Cofnodion y cyfarfod a gynhaliwyd ar 2^{il} Chwefror 2024.
- (10) **Is-byllgor Contractau a Phrydlesi** - Cofnodion y cyfarfod a gynhaliwyd ar 28 Chwefror 2024.

(copi'n amgaeedig)

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.

9. **Monitro Ansawdd Aer**

I ystyried Adroddiad Clerc y Dref, gweler Cofnod Rhif 61 o gyfarfod y Cyngor Tref a gynhaliwyd ar 4^{ydd} Hydref 2023. (copi i ddilyn).

10. **Cyfleuster Cymunedol Penyfan**

I ystyried adroddiad Clerc y Dref. gweler Cofnod Rhif 93 o gyfarfod y Pwyllgor Adeiladu a Chyllid a gynhaliwyd ar 19^{fed} Chwefror 2024. (copi i ddilyn).

AGENDA ITEM 6

TO: ALL MEMBERS OF LLANELLI TOWN COUNCIL

MEETING – 13TH MARCH 2024

PRINCIPAL OFFICER’S REPORT – COMMUNITY DEVELOPMENT AND ACTIVITY

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.

Funding / emails / network information – Officers, when necessary, sends out network information / funding information to Members via email.



COMMUNITY ENGAGEMENT AND UPDATE

(1) UPDATES AND ACTIVITIES

Community

St Davids Day Celebrations

- Welsh Community Cooking Evening / Skills 24 was held in Ty Gwyn on 5th March. The event was well attended with food being cooked on the evening with the community and Cook24. The evening celebrated Welsh culture and was a partnership event with Menter Cwm Gwendraeth Elli, Llanelli Multicultural Network, Cook24 and Llanelli Town Council.
- BGM Hospital Radio / Agen / Stebonheath school radio show was based on culture and the meaning of being Welsh. The radio show was in partnership with the BGM Hospital Radio, Llanelli Town Council and Llanelli Twinning Associations both here and in Agen. Stebonheath school is part of the school exchange programme with Agen primary schools. The 22-minute radio show focused on what the children like about their school, Wales and the culture of Wales. The radio show was trilingual with volunteers coming into the school to support the French language. The show was broadcast in Llanelli on St Davids day and with Departmental 47, a local radio show in Agen.
- Hearts and Crafts – In celebration of St Davids Day, the Town Council Offices were again ‘yarn bombed’ with daffodils made by the very talented members of the Heart and Craft group based in Paddock Street Community Centre.
- Town Centre St Davids Day parade for 2024 was unfortunately cancelled due to bad weather.

Llanelli Community Partnership – Officers continue to support Llanelli Community Partnership, which is now in its 11th year. The Partnership held its Executive Board meeting on the 4th March. The key focuses for the Partnership this year will be to continue to work in Partnership with the Town Council on community events, support the ‘Meet The Mayor’ programme, Llanelli Junior Young traders project and the Green Network (which currently sits under the Partnership). The Partnership is looking to update their IT provision and branding during 2024. A full Partnership meeting is being planned for the end of March.

Democracy and Elections – Officers continue to support the collaborative effort between partners in the Democracy and Elections space in Wales. It aims to raise the awareness of registering to vote with Voter Registration Week taking place between March 4th - March 8th. Sessions are planned with the Multicultural community at the drop in during March.

Penygaer / Crown Park / Penyfan Adventure Play Project – Officers have consulted on the adventure play project with Penygaer, Stebonheath, Penrhos and Heol Goffa schools during February, with ‘talking about play’ sessions. These looked at themes such as ‘here are the children playing’ and ‘what does play look like for them’. Consultation has also been conducted with those sporting organisation and community networks that utilise the parks. Feedback session with Members will be conducted in March, with the project looking to be finalised at the end of the summer months. The findings of the consultations will be shared with the schools and the Play Sufficiency Team at Carmarthenshire County Council.

Armed Forces Covenant – The Principal Officer attended the recent Armed Forces Covenant meeting held in Picton Army Barracks in Carmarthen. The Town Council is the only Town / Community Council represented at the Covenant meetings. The meeting is held every 6 months and is facilitated by Carmarthenshire County Council.

RECOMMENDATION: That the information be noted

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

(2) POLICY AND STRATEGIC MEETINGS

Officers are working with partners; meetings have recently been held with:

- Cook / Green24 project
- Zero Waste Alliance
- Llanelli Multi Cultural Network Drop-in Centre Support
- Penygaer School
- Penrhos School
- Stebonheath School
- Heol Goffa
- Llanelli Good Shed
- Llanelli Community Partnership
- Llanelli Green Network
- Llanelli Indoor Bowls Club
- Tesco Trostre
- Dementia Cradle Choir
- Junior Young Traders Project, Llanelli Town Centre
- Tyisha Regeneration project
- Carmarthenshire County Council Town Centre Improvements team
- Armed Forces Covenant meeting
- Pentre Awel Team
- Local Health Board Prevention team
- Actif Team

Strategic Work Programmes / Reviews

- March has seen the Principal Officer meeting with colleagues to support the development of Pentre Awel, Play Sufficiency Team and Tyisha Regeneration projects.
- Officers continue 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.
- Funding application has been submitted to the National Lottery for Penyfan Community Facility project.
- Work continues on the development of a programme of activities to celebrate the Town Council's 50th anniversary.

Further information will follow.

(3) DATES FOR DIARIES, COMMUNITY ACTIVITY EXAMPLES FOR MARCH 2024

Community activity-

- 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.
- Elevenes 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.

(4) FOR INFORMATION

COMMUNICATION

For the latest information for Llanelli and community updates in Carmarthenshire the following web addresses can be accessed with regards to training, information and jobs:

<http://newsroom.carmarthenshire.gov.wales>

<http://connectcarmarthenshire.org.uk>

<http://www.cavs.org.uk>

www.dewis.wales

[Getting Together Matters – Volunteering Matters](#)

[Members - Connect Carmarthenshire](#)

[Actif Adults - Actif](#)

[Cynefin Green Health Hub | University of Wales Trinity Saint David \(uwtsd.ac.uk\)](#)

[Home - CGGSC~CAVS](#)

Direct referrals can be made to Delta Wellbeing or Carmarthenshire County Council Contact Centre on 01267 234567 or Delta Wellbeing the contact number 03003332222.

Information continues to be shared via email and on the Town Councils Facebook page on the cost-of-living support for communities in Llanelli.

Delyth Jones, Principal Officer

March 2024

AGENDA ITEM 7

TO: ALL MEMBERS OF LLANELLI TOWN COUNCIL

MEETING – 13TH MARCH 2024

SPORT, YOUTH AND ACTIVITIES OFFICER'S 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

- **Bowls Schools Final** – The Town Council has supported the Llanelli Indoor Bowls Club with the 2023/2024 School Bowls Championships. The final was held at the Selwyn Samuel Centre on Thursday 7th March between Ysgol Penywaer and Ysgol Y Felin. The project has provided an opportunity for those that would not normally be able to access bowls to take part in the sport. The project has been a great success with 2025 already in the planning. Several schools have taken part, with the project providing an additional sport as part of the curriculum for the children to enjoy. The project has also seen a number of children taking up the Thursday and Saturday bowls session supported by the Town Council and club volunteers.
- **International Women's Day** – The SYAO will have a stall within the event located at the Ffwrnes, promoting the local female sports clubs and activities that these inspiring women and girls can join. In addition, a chair activity session will be held at the event to highlight the importance of maintaining a healthy, active lifestyle.
- **Strade Youth Leaders** – A shirt presentation was held on the 7th of March. The Town Council has invited key stakeholder within the project such as Actif Sir Gar, and the sponsors of the shirts 'Tesco Llanelli'. The children will have afternoon tea within Ysgol Strade alongside the shirt presentation as a reward of their continued hard work and commitment to the programme. The leaders will continue to support events in the Service 2024 calendar.
- **Cymru C vs England C** – With the international fixture fast approaching, contact has been made with the current & future hirers of stadium. An activity has been arranged for the 14th March 2.30pm – 4.30pm with the Town Council and club volunteers wishing to get together to ensure the stadium is in the best condition, Town Council members are very welcome to attend and support. Tickets are now on sale on the FAW website for the Cymru C vs England C match on the 19th March.
- **Ysgol Maes Y Morfa Rugby Sessions** – A rugby after school session for those that have expressed interest in rugby has continued to attract a number of male and female pupils. Ten children have attended and welcomed the session as there is a lack of afterschool rugby sessions being offered. The children are now looking forward to competing in the upcoming Scarlets festival for local primary schools.
- **Half Term Provision** – February's Half term sessions saw around 100 children attend the various sessions being held.
- **Stebonheath Week Preparation** – With dates confirmed for the week commencing the 13th of May. Stebonheath is set to hold the newly established annual Disability Football event on Sunday the 19th May, attracting around 130 footballers with mixed ability from areas across South Wales. The project will showcase the inclusivity of Stebonheath Park. In addition to the event, Basketball Wales, The Scarlets and Welsh Hockey are interested

in attending the proposed Olympic event in which Year 3 pupils will be invited to Stebonheath's Olympic themed day exploring new sports in a safe environment, this event is planned for the 15th of May.

- **Fusion Volunteers Week Event** – The SYAO will have a stall within the Elli Centre on the 14th of March as a part of volunteer's week, the event is being held by Communities for Work. This event will allow volunteers that wish to dedicate their time to volunteering, to network and establish relationships with various organisations. The Town Council Stall will allow passionate individual to connect with local sports and activity groups.
- **Carmarthenshire Primary Five's Finals Day** – As a result of the tournaments held prior to Christmas in Ysgol Penrhos, many Town Council based schools have an opportunity to represent Carmarthenshire at national level at Newton FC in May. The Carmarthenshire finals were held on the 6th of March.

Qualifying boys' teams for the Carmarthenshire Finals were Ysgol Dewi Sant and Ysgol Bigyn, these schools competed against 6 other primary schools from across the County.

In the girls section. Ysgol Maes Y Morfa, Dewi Sant, Stebonheath, and Penrhos Schools took part against 12 other schools.

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 – 5.00pm 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;
- Scarlets Rugby Festival, 7th March at Coleg Sir Gar
- Bowls Inter School Final – 7th March
- Welsh Open Indoor Bowls Championship – 13th & 14th April

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

March 2024

AGENDA ITEM 8

DRAFT Minutes of the Carmarthenshire Area Committee held online at 6.30pm on Tuesday 23rd January 2024

At the start of the meeting a presentation (copy circulated with these minutes) was made by Emma Goode and Angela Oakes from the recently formed One Voice Wales Cost of Living Project Team. On 12th December a Cost of Living Survey was sent via email to all OVW member councils in Wales, and members are encouraged to ensure that the survey has been completed and returned from their respective councils.

This was followed by questions and comments from many members. One of the key objectives of the project will be to identify good practice across Wales and to share that with all partners including town and community councils and also develop links between the various agencies and organisations that provide relevant support and services.

MT gave the background to the project and the funding provided by Welsh Government and stated that since his appointment as Chair of One Voice Wales three years ago he had made a concerted effort to raise the profile of One Voice Wales at Ministerial and Welsh Government level. This has paid dividends by way of increased funding and resources to OVW and significantly improved communication with the town and community council sector. There was however a higher expectation now on what those councils were expected to deliver and many councils of all sizes were able to deliver far more than they previously did during the pandemic, demonstrating that the sector is able to contribute very positively to these increased demands.

He added that town and community councils need to give serious thought to what they are able to do and what they want to do in the future – especially in relation to the ongoing cost of living challenges faced by all communities - and should consult with their local communities accordingly; in very many councils including MT's own council at Pembrey and Burry Port this had proved very effective and helped to justify increases to the local council precept.

Present:

Cllr Kim Broom (Chair)
Cllr Peter Hughes Griffiths
Cllr Susan Thomas
Julia Bell (Clerk)
Cllr Iris John
Cllr Phil Warlow
Cllr Nick Pearce
Cllr Meinir James
Cllr Martin Griffiths
Anita Evans (Clerk)
Cllr Mari Mitchell
Stella Jones (Clerk)

Trimsaran CC
Carmarthen TC
Cwarter Bach CC
Cwarter Bach CC
Laugharne TC
Llanelli TC
Llanelli TC
Llandyfaelog CC
Llanfihangel ar arth CC
Llanfihangel ar arth CC
Llanfihangel Rhosycorn
Llangeler CC & NC Emlyn TC

Cllr Lee Whatley
Cllr Havard Hughes
Andrew Rees (Clerk)
Mavis Beynon (Clerk)
Cllr Denise Owen
Cllr Karen Francis Morris
Cllr Mike Theodoulou

Llangunnor CC
Llanllawddog CC
Llanllawddog CC
Llanybydder TC
Llanybydder TC
Pembrey & Burry Port TC
Pembrey & Burry Port TC

Alun Harries - Development Officer, One Voice Wales
Tudur Jones - Translator

Apologies

Sue Mill (clerk)
Cllr Hazel Evans
St Clears TC
Cllr Margaret Rees

Meidrim CC
Newcastle Emlyn
Llandyfaelog CC

1. Welcome

The Chair Cllr Kim Broom welcomed all members to the meeting.

2. Apologies

As listed above.

3. Declarations of interest

None declared.

4. To approve the draft minutes of the meeting held on 26th October 2023 (attached)

The minutes were approved.

5. Matters arising from the above minutes (not otherwise on the agenda)

No matters arising.

6. Reports from bodies on which the Area Committee is represented:

a. One Voice Wales National Executive Committee 15th December 2023

The minutes of the meeting had been circulated with the papers for this meeting.

MT said that as Chair of OVW he will be focusing next on the organisation's work internally, including making sure that the staffing structure is fit for purposes and reviewing the role and purpose of Area Committees. He has asked the CEO Lyn Cadwallader and the Deputy CEO to carry out a deep review of the internal structure of OVW and he will also be seeking to re-establish the Area Committee Chair meetings and introducing a smaller councils committee. The NEC is too cumbersome in its present form, and having 32 members is not conducive to the most effective and efficient way of conducting its business.

b. Hywel Dda University Health Board Stakeholder Group

MT said that he was no longer able to dedicate the time to attend this Group and HH said that he had received no invitation to attend meetings since his appointment as a representative. **ACTION: AH to advise the Stakeholder Group accordingly.**

AH said that meetings of the Group are now taking place regularly and that access to further information about the Stakeholder Reference Group (including minutes of meetings) can be obtained via this link: [Stakeholder Reference Group - Hywel Dda University Health Board \(nhs.wales\)](https://www.nhs.uk/health-board/hywel-dda-university-health-board)

7. Examples of Good Practice (exceptional reporting)

- a. Trimsaran CC – KB said that the council had successfully obtained £19,000 toward local play activities for children via the 'Awards for All' grant funding.
- b. Llandyfaelog CC – MJ said that her council had asked her to raise the issue of the reduced public bus service in the local area, and members agreed that a letter should be sent to First Cymru (copied to CCC) about this. **ACTION: MJ to forward further information to AH.**
- c. Llanfihangel Rhosycorn CC – MM said that the council had been very active during the last couple of years including the following initiatives:
 - none of the councillors takes any allowances, thus ensuring that council money is spent on local priorities and projects;
 - one of the councillors is cleaning the local toilets thereby avoiding the need to employ someone to do it;
 - a kiosk book exchange has been set up;
 - another councillor removed a disused bus stop;
 - a councillor arranged defibrillator training;
 - the council gets a lot of support from the Brechfa Wind Farm Fund;
 - it is sometimes difficult getting responses from the various departments within Carmarthenshire County Council.
- d. Llanllawddog CC – AR said that a defibrillator fund has been created via the Brechfa Wind Farm Fund. He added that the CC intends creating a play area in Rhydargaeau, which will be the first of its kind in the council area. He also referred to the Green Gen Towy Teifi project that proposes to erect a new overhead power line to connect Lan Fawr Energy Park in West Wales with the new National Grid substation in Carmarthen. A number of consultation events will take place at different venues in Carmarthenshire during February. **NOTE: A copy of the relevant information flyers about these events is attached to these minutes and this link takes you to the consultation website: [Home - Green Gen Towy Teifi](#)**
- e. Llanybydder TC – MB said that the refurbished play area/park in the town had been re-opened recently and was proving very successful. MB asked if there was any information available about how many councillors were claiming their allowances and AH replied that this was an individual matter for councillors to decide and that all councils must publish the details of such claims on their websites. In

response to questions AH said that HMRC had recently stated that the £156 annual allowance for councillors and the £52 allowance for consumables were not taxable (and did not require to be paid through payroll) but that all other IRPW allowances were taxable.

8. One Voice Wales Update
a. Digital training for councillors

AH said that an email circulation had been forwarded to all member councils on 2nd January regarding online training sessions covering digital skills that are taking place in January, February & March 2024. These training sessions are being provided by **Digital Communities Wales** as part of the **Digital Health of Community and Town Councils** programme. There is no charge for Councillors to attend these training sessions.

To register for the training please follow the following quick steps to be sent a ticket.

- Visit <https://www.eventbrite.com/cc/one-voice-wales-digital-training-2918959> to review session times and descriptions.
- When you have found a session which you would like to attend then click to “reserve a spot”.
- Complete the form to register. Please use the name of your council for your organisation or department where required.

Please specify during the registration for the training session if you would like to participate in Welsh.

LW and IJ requested that the training takes place during hours that are more convenient for those who work between 9am and 5pm
ACTION: AH to raise with Justin Horrell.

b. Larger Councils Committee

No meeting had taken place since October and the minutes of that meeting have been circulated previously.

9. Correspondence

The below email was sent to all member councils in Carmarthenshire on 12th January:

**Cynllun Datblygu Lleol Diwygiedig Sir Gaerfyrddin (CDLI)
2018-2033
Cytundeb Cyflawni Diwygiedig**

Rydych yn derbyn y llythyr hwn gan eich bod wedi cofrestru ar gyfer ein rhestr bostio i gael y wybodaeth ddiweddaraf am Gynllun Datblygu Lleol Diwygiedig Sir Gaerfyrddin 2018-2033.

Mae Cyngor Sir Caerfyrddin wedi bod yn gweithio ar baratoi'r Cynllun Datblygu Lleol (CDLI) Diwygiedig ar gyfer y cyfnod 2018-2033. Pan fydd y CDLI Diwygiedig yn cael ei fabwysiadu, bydd yn disodli'r Cynllun presennol ac yn sail ar gyfer penderfyniadau cynllunio defnydd tir.

Cyhoeddodd y Cyngor yr Ail CDLI Adneuo ar gyfer ymgynghoriad cyhoeddus rhwng 17 Chwefror ac 14 Ebrill 2023. Yn ystod y cyfnod hwnnw, derbyniwyd nifer fawr o sylwadau gan gyrff statudol, aelodau o'r cyhoedd, a phartion eraill â diddordeb.

Y gobaith oedd y byddem wedi cyflwyno'r Cynllun i Lywodraeth Cymru i'w Archwilio ym mis Awst 2023, ond yn anffodus nid oedd hyn wedi digwydd, ac mae'r gwaith ar y CDLI Diwygiedig wedi'i ohirio. O ganlyniad, cytunwyd ar ddiwygiad i'r Cytundeb Cyflawni, gan gynnwys yr amserlen ar gyfer paratoi'r Cynllun, gyda Llywodraeth Cymru. Gellir gweld y Cytundeb Cyflawni Diwygiedig a'r llythyr cytundeb gan Lywodraeth Cymru ar ein gwefan - [Cytundeb Cyflawni \(llyw.cymru\)](http://llyw.cymru).

Mae'r oedi'n ymwneud â'r angen i sicrhau bod y Cynllun yn gadarn yn weithdrefnol cyn inni ei gyflwyno i Lywodraeth Cymru. Er mwyn cyflawni hyn, cynhelir ymgynghoriad 6 wythnos pellach ar Newidiadau â Ffocws i'r Asesiad Rheoliadau Cynefinoedd a'r Arfarniad Cynaliadwyedd Integredig cyn y cyflwynir y Cynllun, a'r holl dystiolaeth ategol (gan gynnwys y sylwadau a wnaed yn briodol), i Lywodraeth Cymru ym mis Mawrth 2024 i'w harchwilio'n annibynnol.

Byddwch yn cael gwybod am y manylion ynghylch yr ymgynghoriad ar y Newidiadau Ffocws maes o law.

Os oes angen rhagor o wybodaeth arnoch ynghylch yr uchod, cysylltwch â'r Tîm Polisi Strategol a Chreu Lleoedd, yn ddelfrydol drwy e-bost (blaen.gynllunio@sirgar.gov.uk) neu dros y ffôn (01267 228818).

Revised Carmarthenshire Local Development Plan (LDP) 2018-2033

Revised Delivery Agreement

You are receiving this letter because you have signed up to our mailing list for updates on the Revised Carmarthenshire Local Development Plan 2018-2033.

Carmarthenshire County Council has been working on the preparation of a Revised Local Development Plan (LDP) for the period 2018-2033. The Revised LDP will, upon adoption, replace the current Plan and be the basis for land use planning decisions.

The Council published the Second Deposit LDP for public consultation between 17th February and 14th April 2023. During that period, a large number of representations were received from statutory bodies, members of the public, and other interested parties.

It was hoped that we would have submitted the Plan to the Welsh Government for Examination in August 2023,

unfortunately this has not been the case, and work on the Revised LDP has been delayed. As a result, a revision to the Delivery Agreement (DA), including the timetable for Plan preparation has been agreed with the Welsh Government. The Revised DA, and the letter of agreement from the Welsh Government, is available to view on our website - [Delivery Agreement \(gov.wales\)](#).

The delay relates to the need to ensure that the Plan is procedurally sound before we submit it to the Welsh Government. To achieve this, a further 6 week consultation will take place on Focused Changes to the Habitat Regulations Assessment and the Integrated Sustainability Appraisal before the Plan, and all accompanying evidence (including the duly made representations received), is submitted to the Welsh Government in March 2024 for independent examination.

You will be notified of the details regarding the Focused Changes consultation in due course.

If you require any further information on the above, please get in touch with the Strategic Policy and Placemaking Team, preferably by email (forward.planning@carmarthenshire.gov.uk) or by telephone (01267 228818).

Yn gywir / Yours faithfully,

Ian R Llewelyn

**Rheolwr Polisi Strategol a Chreu Lleoedd /
Strategic Policy and Placemaking Manager**

10. Date of next meeting

Tuesday 23rd April 2024 – at Carmarthen Town Council offices **(AH to confirm)**.

Penyfan & Llwynwhilwg Tenants and Residents Association
Open meeting
7th December 2023

Chair: Tony Evans (Temp)

ITEM NO.	SUBJECT:	ACTION
1	Chair welcomed everyone to the meeting and opens the meeting at 1.30pm with t5 tenants 0 Resident and 2 Visitors. Welcomed Scott Burgess Housing officer.	
2	Apologies: Stuart Pearce, Tamlyn Frater, Celyn Bowen Housing Officer, Natalie Jones, Gavin Jones, cll Gareth Lloyd.	
3	Minutes last meeting 25.10.23 Proposed Anne Perkins second Anita Williams as a true record. All in favour	
4	Matters Arising Nil	
5	Secretary Report 5.1 Secretary gave a vote of thanks to Stuart Pearce for helping with paperwork and computer work, George Parker for the free use of these cabins, aal committee for their support, Arfon Davies for keeping us update, some Councilors that support Pltra, 5.2 Secretary informed the meeting that George Parker has been ibn touch and sent someone along to assess what repair can be done. 5.3 Secretary informed everyone there will be no meeting in month of January. 5.4 Secretary told Scott that in open meeting like this there is no naming person or address. If someone wants a one to one can do so after the meeting.	
6	Police issue. Read out by Scott Burgess. Please find below PLTRA Update for November. 6.1 ASB NUISANCE – 10 calls for November. X6 calls to trostre – youths causing issues around the park. ASB Warning letters have been issued to the youths identified. X1 call for relating to fireworks on Bigyn Road. X2 Noise Complaints (Neighbourhood issues) X1 Youths Kicking doors on Heol Elli. 6.2 ASB ENVIRONMENT – 1 Call for November. Relating to male urinating near Coedcae School. 6.3 Good Work - 12 ASB Warning letters have been given to youths causing ASB in trostre retail park. ASDA Living and Primark have given banning letters to youths that have caused ASB and youths that have attempted to steal items from the store.	

ITEM NO.	SUBJECT:	ACTION
	Many Thanks PCSO 8155 Sara Goddard	
7	Housing issue Scott Burgess Scott introduced himself and explained he works closely with Celyn. He would look forward to attending future meetings. Scott was willing for the onr to one session after the meeting.	
8	LTC Report 8.1 Arfon thanks David and Ane for attending the switch on the lights with Town Mayor. 8.2 Arfon inormed the meeting that the Barnabos Hall in Llewellyn Street is to closed shortly. 8.3 Arfon update the meeting with plans for the community hall and handed out plans to view. Arfon gave a breakdoen of the plans. Any question would be welcomed. Secretary asks can we meet with allcommittee members to view the plans. Aerfon agreed to this. The grant of quarter of million form Welsh Gopuernment must be spent by end of March 2024. Secretary will put plans up on the notice board.	
9	Event Committee. 9.1 Children Christmas party next week 15 th December at new dock stars club. There is an appeal for more raffle prizes. A prize was donated and some promises of prizes. 9.2 Event committee will be doing as fund-raising day at Morrison foyer next Thurdfsy 4 th December, volunteers are needed to help collect donations.	
10	Any Other Business 10.1 Cllr Michael Cranham informed the meeting the Penyfan bus services to be reviewd in the new year. It as good news to hear aas at the moment the last bus from town is 13.55.	
10	Chair closed meeting at.2.15 Date next meeting TBC	

Chair Signature: „„„„„„„„„„„„„„„„„„„„ **Date:** „„„„„„„„„„„„„„„„„„„„

From: Honours@gov.wales

Sent: Thursday, February 29, 2024 2:49 PM

To: Honours@gov.wales

Subject: REMINDER - REQUEST FOR NOMINATIONS FOR THE KING'S NEW YEAR HONOURS 2025/ATGOF - CAIS AM ENWEBIADAU AR GYFER ANRHYDEDDAU BLWYDDYN NEWYDD Y BRENIN 2025

CAIS AM ENWEBIADAU AR GYFER ANRHYDEDDAU BLWYDDYN NEWYDD Y BRENIN 2025

Ddwyaith y flwyddyn cawn gyfle i gydnabod yn gyhoeddus, drwy'r system anrhydeddau, rai o'r bobl niferus sydd wedi mynd y tu hwnt i'r hyn a ddisgwylir ganddynt er mwyn pobl Cymru. Rwy'n awyddus i sicrhau bod yr unigolion hynny sydd wedi gwneud cyfraniad eithriadol yn cael eu cydnabod. Felly, hoffwn ichi ystyried enwebu unigolion ar gyfer rhestr Anrhydeddau Blwyddyn Newydd y Brenin 2025.

Er nad oes unrhyw feini prawf penodol ar gyfer enwebiadau am anrhydeddau, byddem yn disgwyl bod y rhai a enwebir:

- Wedi gwneud cyfraniad y tu hwnt i'r hyn sy'n ddyletswydd arnynt;
- Yn cael eu cydnabod yn bobl eithriadol gan eu cymheiriaid a'u cydweithwyr;
- Lle bo modd, wedi gwneud cyfraniad ehangach y tu hwnt i ofynion eu swydd (nid yw gwasanaeth hir yn unig yn ddigon i wneud rhywun yn deilwng);
- Wedi ychwanegu gwerth gwirioneddol er budd Cymru, naill ai yn eu cymunedau lleol neu drwy helpu i godi proffil y wlad yn rhyngwladol;
- Mewn rhai achosion, wedi ymgymryd â gwasanaeth cymunedol neu wirfoddol yn ogystal â'u gyrfa.

Y nod yw bod yr anrhydeddau a ddyfernir yn adlewyrchu Cymru gyfan, ei chymunedau, ei chefnidroedd gwahanol, mewn sefyllfaoedd o adfyd ac o lwyddiant. Byddem am i'r enwebiadau gynnwys pobl o bob rhan o'r wlad, gan gynnwys o blith grwpiau â nodweddion gwarchoddedig, megis menywod, pobl anabl a phobl Ddu, Asiaidd ac Ethnig Leiafrifol, ond hefyd o gymunedau lle caiff gwaith da ei wneud, a hynny mewn amgylchiadau anodd yn aml, gan wneud gwahaniaeth o bwys i fywydau pobl. Dylid annog eich rhanddeiliaid a'ch cysylltiadau i gynnwys ystod eang o enwau yn eu hawgrymiadau ac i gynnig cymysgedd da o enwebeion ar bob lefel anrhydedd.

Wrth ysgrifennu enwebiad rhaid canolbwyntio ar effaith a chanlyniadau gwaith yr unigolyn. Rhaid i'r enwebiad hefyd gael ei gadw o fewn y terfynau a osodwyd gan Swyddfa'r Cabinet: ni ddylai fod yn fwy na 2700 o nodau gan gynnwys gofodau ac atalnodi. Mae'r canllawiau amgaeedig, 'Anrhydeddu Pobl Eithriadol' ac 'Awgrymiadau a Chyngor', yn rhoi rhagor o fanylion a chyngor ynglŷn â sut i lunio'r geirda.

Dylech hefyd gynnwys dau lythyr o gefnogaeth wrth gyflwyno eich enwebiad.

REQUEST FOR NOMINATIONS FOR THE KING'S NEW YEAR 2025 HONOURS

Twice a year we have the chance to publicly recognise, through the honours system, some of the many people who have truly gone above and beyond for the people of Wales. I want to ensure those individuals who have made an exceptional contribution do not go unnoticed. So, I would like you to consider nominating individuals for the King's New Year Honours list for 2025.

There are no fixed criteria for honours nominations, but we would expect nominees:

- To have contributed above and beyond the call of duty.
- To be acknowledged as exceptional by their peers and colleagues.
- To have made, where possible, a wider contribution beyond the requirements of their position (long service on its own is not enough to merit an award).
- To have genuinely added value to Wales, either in their local communities or by raising the profile of Wales internationally.
- In some cases, to have undertaken community or voluntary service in addition to their career.

The aim is for the honours awarded to reflect the whole of Wales, its communities, its different backgrounds, its struggles, and successes. We would want nominations to include people from all of the country, including from groups with protected characteristics such as women, disabled people and Black, Asian and Minority Ethnic people, but also from communities where good work is done in often difficult circumstances and makes a meaningful difference to people's lives. Your stakeholders and contacts should be encouraged to include a wide range of names in their suggestions and to offer a good mix of nominees at all award levels.

When writing a citation, the focus must be on the impact and outcome this person has had. It must also stay within the limits set by Cabinet Office: the citation must be no longer than 2700 characters including spaces and punctuation. The attached guidance, 'Honouring Outstanding People' and 'Hints and Tips', provides more detail and advice on how to complete the citation.

Please also include two letters of support when submitting your nomination.

Nominations will need to be submitted electronically to the Honours team: Honours@gov.wales by **Friday 22 March 2024 at 23:59.**

Bydd angen cyflwyno enwebiadau yn electronig i'r
Tîm Anrhydeddau: anrhydeddau@llyw.cymru
erbyn **dydd Gwener 31 Mawrth 2023 am 23:59**.

Diolch

Thank you

Sharon Williams

Public Appointments and Honours / Penodiadau ac Anrhydeddau Cyhoeddus

Welsh Government / Llywodraeth Cymru

E-bost / E-mail :

Meeting of the Tyisha Building Preservation Trust

2.00pm 6th December 2023

Present: Cllr Suzy Curry (Chair), Cllr Andre McPherson (Llanelli Town Council), Cllr David Darkin (Llanelli Chamber of Trade), Fred Hughes and Ken Jones (Llanelli Civic Society), and Arfon Davies (Llanelli Town Council – Town Clerk).

Apologies: Lyn John (Llanelli Community Heritage), Caroline Welch (Carmarthenshire County Council – Built Heritage).

1. Minutes of the Meeting held on the 24th October 2023

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

2. Application to register the Trust

The Secretary noted that a meeting had been held with Cwmpas who had provided details in relation to the responsibilities of Community Directors. The Secretary had circulated this information to members. The draft Memorandum of Articles of Association had also been discussed with Cwmpas who were supportive of the content as based on their model.

Following further discussion it was agreed to approve the Memorandum of Articles of Association and the Secretary will take forward for registration.

It was agreed to suggest the Llanelli Town Estate as the potential recipient of the Company's assets under the Asset Lock as required.

3. Project Updates

- a) Park Church** – Updates would be provided following registration.
- b) Other Projects** – Park Church 1 (to rear of Iceland) and the former Llanelli Entertainment Centre were discussed.

Meeting of the Directors of the Tyisha Building Preservation CIC

2.00pm 6th February 2024

Directors Present:

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

Officers:

Arfon Davies (Secretary).

Others Present:

Delyth Jones (Llanelli Town Council – Principal Officer)

Caroline Welch (Carmarthenshire County Council – Built Heritage).

1. Minutes of the Meeting held on the 6th December 2023

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

2. Company Registration Update

The Secretary noted that the Tyisha Building Preservation Community Interest Company had been registered by Companies House as Company Number 15431493 on the 22nd January 2024.

3. Project Updates

CW confirmed that with the CIC being in place, the matter of Park Church would be raised at the Carmarthenshire County Council CMT and Legal Teams. The recommendation would be to give a 3 month final window for payment of the charges levied against the current owners and should this not be followed, an enforced sale would be implemented with the facility to then be transferred to the CIC. It was noted that the entire process could take around 6 months.

Future Projects – The CIC would consider possibilities in relation to Calfarria Chapel and Copperworks School at its next meeting.

The CIC also discussed Elli Entertainment Centre (Former Odeon) and Capel Tabernacl.

4. Next steps

a. Asset Lock Body

It was agreed to write to the Llanelli Town Estate to request confirmation of their approval of the proposal for that body to be noted as the Asset Lock Body in the CIC Memorandum of Articles of Association.

b. Funding Applications

It was agreed to write to the Llanelli Town Council to request a grant to assist with the setting up of the CIC and payment of the insurance policy.

c. Insurance Policy

The Secretary provided a quotation from A-Z Insurance Services for a Management Liability Insurance Policy proposed with Zurich a cost of £311.99. Authorisation was given to the Secretary to take forward the insurance policy as soon as the bank account and funds were available.

d. Bank Account

The Secretary provided options for a bank account for the CIC, it was agreed to set up an account via Lloyds Bank with signatories of Chair, Vice-Chair and Secretary.

5. Publicity

Social Media presence for the CIC along with joint press with the County Council on progress with projects will be considered further.

6. Date of next meeting

Should urgent items not require a meeting, a date of the 4th June 2.30pm was agreed.

MINUTES OF THE MEETING OF THE PARC HOWARD COLLABORATION GROUP
HELD REMOTELY AND AT PARC HOWARD MUSEUM
2nd February 2024 – 2.30pm

PRESENT:

Llanelli Town Council:

Cllrs David Darkin (Town Council Leader) and Nick Pearce.

Carmarthenshire County Council:

Cllrs Hazel Evans (Cabinet Member - Chair) and Edward Thomas (Cabinet Member).

Officers in attendance

Llanelli Town Council:

Arfon Davies

Carmarthenshire County Council:

Daniel John, Gary Baxter, Jane Davies and Morigan Mason.

APOLOGIES: Cllrs Rob James, Janet Williams and Giles Morgan.

The Chair welcomed everyone to the meeting.

1. Pre meeting with Parc Howard Association, Friends of Parc Howard Museum, Llanelli and Llanelli Community Heritage

The Chair welcomed the representatives of each group in attendance to the meeting and thanked them for all their support of Parc Howard.

Representatives gave updates on their work. With issues arising for updates as follows:

- Opening of the first floor – It was confirmed that there was no confirmed date as of yet;
- Availability of billiard room as a resource – Work was ongoing in this area;
- Parc Gate repairs – This was under consideration as part of the Capital Programme;
- Side gate to rear of Museum Building – This was under consideration;
- Electrical socket to front of building – The socket was noted to be located to the rear of the Museum.

2. Draft Notes of the Collaboration Group meeting held 21st April 2023

The draft notes of the meeting held on the 21st April 2023 were confirmed as a true and accurate record.

3. Financial Matters:

i) Financial Update 2023-24 Budget Report

MM presented the Museum Budget and Expenditure detail to the end of December 2023.

GB presented the Grounds Maintenance Budget and Expenditure detail to the end of December 2023. Concern was noted at a reported likely overspend of £121k for the financial year.

ii) Grounds Service Level Agreement

GB presented a draft Grounds Maintenance SLA for consideration, detailing the work schedules for different areas of the Parc Howard Grounds. The SLA would be costed in order to provide a detailed picture of the expenditure made in the maintenance of Parc Howard.

iii) Future Capital Programmes and Improvement works

GB gave a report of the Capital Projects and budgeted figures for the consideration of the Collaboration Group as follows:

• Paddling Pool Refurbishment	£21,109
• Sealing of pond basin	£88,182
• Paint and repairs to railings and gates	£80,000
• Traffic Management	£10,000
• Rose Garden Remedial Works	£20,971
• Band Stand (Engineer Estimate)	£300,000

Consideration was given to each of the items provided and it was agreed that decisions on prioritisation would be deferred until full costings of the Grounds Service SLA was available. The detail of a prioritisation matrix for the capital schemes is to be considered in order to make recommendations to the group

It was noted that any projects proposed would need to be included in Capital Funding Bids. Additional consideration would also be given to possible funding applications via the partner organisations.

4. Museum Works and projects updates

MM updated that positive feedback had been received on the new Museum displays and that visitor numbers were much increased from previously.

Work was ongoing on the 1st floor with no confirmed date for opening as of yet.

Other developments were being taken into account such as the billiard room. Licensing arrangements for all County Council Museums were also being considered to include for weddings and how collaboration could be undertaken with other venues.

5. Date of Next Meeting

To be confirmed following availability of the costs of the SLA – anticipated to be within this financial year

28th February 2024

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 SUB-COMMITTEE** of LLANELLI TOWN COUNCIL BUILDING AND FINANCE COMMITTEE was held REMOTELY and at The Old Vicarage, Town Hall Square, Llanelli on Wednesday, 28th February 2024 at 4.30 p.m.

PRESENT: Councillors D.Ll. Darkin (Leader of the Council) (Chair), L. Fenris, A.S.J. McPherson and J.G. Prosser.

APOLOGIES: None.

1. CHAIR OF THE SUB-COMMITTEE

Councillor D.Ll Darkin (Leader of the Council) was elected as Chair of the Sub-Committee.

2. MEMBERS' DECLARATIONS OF INTEREST

A declarations was made on item 6 below.

3. SUB-COMMITTEE PURPOSE AND TERMS OF REFERENCE

The Sub-Committee Purpose and Terms of Reference were noted as being to consider the content of future Town Council Leases and Contracts and to report to the Relevant Committees with recommendations for action.

4. 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.

5. GENERAL CONTRACT AND LEASE TERMS

Consideration was given to recommendations to the Building and Finance Committee that could be taken into account for future contract and lease negotiations and resolved as follows:

- A reciprocal 14 day period for payments to and by the Town Council on contracts of this nature;
- A Public Liability Insurance requirement to be set at £10m;
- The lower of CPIH, CPI or RPI to be used for Rent and similar reviews (the figure to be no lower than 0% should there be negative indices);
- General requirement for payments to be made via electronic payment methods.

6. SELWYN SAMUEL CENTRE CONCESSIONAIRE AGREEMENT

Councillor L. Fenris noted a possible declaration of interest that she had previously been a member of the Llanelli Pride Organising Committee. However as she felt this was not a prejudicial interest, she did not leave the meeting for consideration of the matter.

The Sub-Committee considered the draft Agreement for the Concessionaire Role at the Selwyn Samuel Centre along with the Draft Service Specification for the service. The Town Clerk noted that should these documents be acceptable to the Sub-Committee it would be provided to the Prospective Contractor for consideration along with provision to the Selwyn Samuel Centre Committee for confirmation.

Should this all be agreeable to all parties, the document would be used to construct a contract by the Town Council Legal Representatives.

The documents were considered with amendments recommended to the Selwyn Samuel Centre Committee and the steps outlined above were approved for be taken forward.

7. STEBONHEATH STADIUM POSSIBLE LEASE

The Sub-Committee considered the proposal information in relation to plans for the stadium and a financial contribution that could be made to the Town Council by Llanelli Town AFC for a possible Lease of Stebonheath Park.

Following detailed consideration of the matter it was felt that it was necessary to develop further detail on the financial information prior to providing the proposal to the Stebonheath Development Committee for decision. A response will therefore be provided to the Football Club detailing the financial proposal information that would be required for a proposal that could be considered by the Development Committee.

The Meeting concluded at 5.35 p.m.