

CYNGOR TREF LLANELLI



LLANELLI TOWN COUNCIL

LLANELLI TOWN COUNCIL

MINUTES

Page Nos.

Llanelli Town Council Ordinary Meeting	5 th March 2025	256 - 262
Planning, Licensing and Consultation Committee	10 th March 2025	263 – 266
Building and Finance Committee	10 th March 2025	267 – 272

LLANELLI TOWN COUNCIL

ORDINARY MEETING

5th March 2025

At the **ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held remotely and at The Old Vicarage, Town Hall Square, Llanelli on Wednesday, 5th March 2025 at 6.00 p.m.

PRESENT: Councillor J.G. Prosser (Town Mayor)

Councillors

Bigyn Ward

D.Ll. Darkin (Leader of
the Council)

P.T. Warlow
J.R. Williams

Elli Ward

N.J. Pearce
S. Williams

Glanymor Ward

Lliedi Ward

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

Tyisha Ward

T. Davies
A.S.J. McPherson

APOLOGIES: Councillors, A.A. Carter, M.D. Cranham J.P., S.A. Curry, L. Fenris, R. James, J.E. Jones J.P., G.R. Lloyd, N.J. Pearce, S.L. Rees, and B.A.L. Roberts

117. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

118. PUBLIC PARTICIPATION

The Town Mayor (Councillor J.G. Prosser) noted that there were no members of the public in attendance at this meeting.

119. VERIFICATION AND CONFIRMATION OF MINUTES

RESOLVED – that the following minutes of the Town Council, its committees, and joint committees (prints of which having been previously circulated to members) be taken as read, and the same are hereby verified, received, and confirmed respectively:

Ex-Town Mayor's Committee	5 th February 2025	219 - 220
Llanelli Town Council Ordinary Meeting	5 th February 2025	221 - 227
Planning, Licensing and Consultation Committee	10 th February 2025	228 - 231
Building and Finance Committee	10 th February 2025	232 – 244
Building and Finance Committee	17 th February 2025	245 – 246
Llanelli Town Council JSCE	17 th February 2025	247 – 249
Stebonheath Development Committee	17 th February 2025	250 – 252
Selwyn Samuel Centre Committee	17 th February 2025	253 - 255

120. COUNCILLOR VACANCY

The Town Clerk reported a Vacancy in the office of a member of the Bigyn Ward of Llanelli Town Council following J.R. Elliott ceasing to be a member of the Council.

RESOLVED – that the information be noted and the Town Clerk to take forward the processes to fill the vacancy with the Democratic Services Department at Carmarthenshire County Council.

121. TOWN MAYOR ELECT

Upon the Proposition of Councillor D.Ll. Darkin (Leader of the Council) and Seconded by Councillor A.S.J. McPherson, it was:

RESOLVED – that Councillor A.R. Bragoli be appointed Town Mayor-Elect for the ensuing municipal year 2025/2026.

122. NOTICE OF MOTION

The Town Clerk reported the receipt of a Notice of Motion Proposed by Councillor A.R. Bragoli and seconded by Councillor J.R. Williams. (copies of which were circulated to members prior to the meeting).

The motion was as follows:-

“Llanelli Town Council is pleased that the independent report into Additional Learning Needs education in the Llanelli area mentions among its six options a new school building for Ysgol Heol Goffa.

We implore Carmarthenshire County Council to urgently provide a suitable new School for the children at Ysgol Heol Goffa and provide a tailor-made facility for all pupils with Autistic Spectrum Conditions without delay”.

Upon the request of Councillor D.Ll. Darkin that a recorded vote be taken it was:

RESOLVED – that the motion be agreed, with Councillors A. R. Bragoli, D.Ll. Darkin, S. Evans, S. Greaney (Deputy Town Mayor), A. Lochrie, A.S.J. McPherson, N.J. Pearce, J. G. Prosser (Town Mayor), P.T. Warlow, J.R. Williams and S. Williams in favour.

Abstention: Councillor T. Davies.

RESOLVED – that the motion be agreed.

123. COMMUNITY DEVELOPMENT AND ACTIVITY

(1) Community Activities

- **Wellbeing Walks** – The fourth wellbeing walk in partnership with the Llanelli Community Partnership and Pentre Awel took place on the 27th February. A community walk leaders course took place at the Old Vicarage on 21st February in partnership with Carmarthenshire County Council PathForAll & Actif Sir Gar. The training looks to upskill members in the community with walking leadership skills qualification to lead walks safely and independently in the community.
- **Fusion Network Showcase 2025** – Town Mayor Cllr Prosser supported the Fusion Network showcase event celebrating the good work our third sector and voluntary groups in Llanelli. The event was held in the Ffwrnes Theatre on the 5th of February and was well attended by the public and local schools.
- **Stay On Side project** – The 6-week course looking at antisocial behaviour in the community, working with years 5 and 6 at Stebonheath School was recently concluded at Stebonheath School. The course was facilitated by Llanelli Town Council and brought a number of organisations together for the children to share what they had learnt. Key partners Tesco were also able to join this week’s session to talk about the impact of ASB in the wider community. Certificates were presented by Town Mayor Cllr Prosser for pupils who designed graffiti style artwork providing positive messages.

The project in Ysgol Bigyn had reached its 6th week. Children had role played different types of anti-social behaviour highlighting to pupils the consequences faced by perpetrators and emotions felt by victims. The project moves to its last phase together for the children to share what they had learnt.

- **Dydd Gwyl Dewi - St Davids Day Cultural events** - Officers had been working to support community celebrations for St Davids Day. The two community events will be held in partnership with the Multicultural Network and Tesco, Tuesday 25th at the Multicultural drop-in 10.30am at Ejs and the Community Partnership Cultural evening Friday 28th at 5.00pm at Ty Gwyn. Saturday 1st March saw activity taking place in the Elli Centre to celebrate St Davids Day.
- **Park Improvements - Play By Number Project.** The Play By Numbers project was funded by SPF. The project had included 2 projects and came to an end on the 28th February.
 - 10 mathematic play panels had been installed into 5 of the Town Council parks, encouraging children to learn and play.
- **Stebonheath treeline project** had in the last few weeks seen work on the treeline at Stebonheath Park. The area was cleared, new trees planted, 150 shrub hedgerow and bulb flower plants and fencing installed at the end of February. This project had been supported by Carmarthenshire County Council and the Local Places for Nature scheme.
- **National Diversity Forum** – Headed up by WCVA the national panel that brings together national governing bodies together to strategise on how to tackle discrimination within sport was recently held. Llanelli Town Council presented on the Syria Sir Gar project as an example of how change can create real impact in the community.
- **Llanelli Schools Indoor Bowls** – The final was held on the 13th February at the Selwyn Sameul Centre. Ysgol Halfway were crowned this years' champions, with the Town Mayor presenting the trophy. Thanks were noted to the volunteers at Llanelli Indoor Bowls Club that enabled the schools and children to learn the skill of bowling. The 2025-2026 tournament had been agreed and would start at the end of the year.

RESOLVED - That the information be noted

(2) Policy and Strategic Meetings

Officers were working with partners; examples included

- Llanelli Multi Cultural Network Drop-in Centre Support
- Cegin Y Bobl
- Pentre Awel

- Llanelli Community Partnership
- Llanelli Green Network
- Local Places for Nature
- Tesco Trostre
- Llanelli Community Cancer Rehabilitation
- Fusion Network
- Foothold Cymru
- People Speak Up
- Royal British Legion Llanelli
- Central African Entrepreneurship
- WCVA Cymru, National Sports Diversity Officer
- Barclays Bank
- Carmarthenshire County Council Markets
- Carmarthenshire Schools Football
- Actif Sir Gar
- Llanelli Unites – to discuss the healing the divide conference report, further discussions will be arranged, with continuing Town Council support to be considered.

RESOLVED - That the information be noted, and actions taken be approved.

124. PEOPLE SPEAK UP

Further to minute 71 (1) (j) of the Building and Finance Committee meeting held on the 15th January 2024, a request had been received from People Speak Up for the Town Council to provide a letter of support for their application to the Carmarthenshire County Council Administered, UK Government SPF Fund.

The project put forward was the Creative Learning Safe Space. Which was intended to extend the opening hours of the People Speak Up Hub at the Ffwrnes Fach for groups that need a safe space. It was intended to have a selection of training available along with the already in place creative activities.

RESOLVED - That a letter of support be provided.

125. CROWN PARK

Further to minute 110 of the Town Council meeting held on the 5th April 2023, where the Council approved in principle the provision of a pitch surround fence as proposed by Crown Park Association / Seaside FC. This approval was based on a proposal for a fence that could be removed during the football off-season in order to accommodate the summer cricket use.

The Town Council had received a request from Seaside AFC (copies of which were previously circulated to members).

The plan detailed the proposed fence and included a location plan for the football pitch fence and relocated cricket pitch. The request noted a proposal for a permanent pitch surrounding post and rail / handrail barrier fence to be created and to relocate the cricket pitch slightly in order to accommodate this fence proposal.

The club noted that it was in discussions with an architect and understood that a planning application would be required should they take the matter further.

The club noted an intention to undertake a Community Consultation on the proposals made.

RESOLVED - to approve the request in principle pending receipt of the findings of the consultation process proposed to be undertaken.

126. HAVELOCK PARK

Further to minute 96 of the Building and Finance Committee meeting held on the 7th March 2022, where approval in principle was given to the request by National Grid to relocate the Havelock Park Sub-station. The Town Council had now received a formal request in relation to the matter following (copies of which were previously circulated to members).

The National Grid had secured funding for the project with a proposal as follows:

- Relocate the current Sub-station to an area adjacent to the present location;
- Carry out the necessary amendments to the existing leases and legal agreements;
- Purchase the new substation site (paid to Carmarthenshire County Council)
- Arrange a financial ex-gratia payment to be made to the Town Council by NGED in lieu of their consent and amendment to their current long term lease.
- Arrange and fully fund all betterment to the footpath, with the agreement and guidance of Carmarthenshire County Council Street works department.
- Cover the legal cost of Carmarthenshire County Council and Llanelli Town Council.

Following further consideration of the matter, it was:

RESOLVED - That the request received be approved.

127. MATTERS FOR INFORMATION

RESOLVED - that the undermentioned matters be noted (copies of which having previously been circulated to members):

- (1) **One Voice Wales** – Minutes of the Larger Council's Committee held on the 9th October 2024.

- (2) **One Voice Wales** – Training dates February – March 2025.
- (3) **One Voice Wales** – Minutes of Carmarthen Area Committee meeting held on the 22nd January 2025.
- (4) **Carmarthenshire County Council** – Information on a One Planet Development briefing held on the 12th February 2025.
- (5) **PLTRA** – Minutes of meeting held on the 20th November 2024.
- (6) **Dyfed Powys Police and Crime Commissioner** – Police and Crime Plan 2025-29.
- (7) **Hywel Dda University Health Board** – Information on Drop in Events and an online meeting for Councillors in relation to the Prince Philip Hospital Minor Injury Unit.
- (8) **Carmarthenshire County Council** – Town and Community Council's Update.

(copies having been circulated previously)

The Meeting concluded at 6.40 p.m.

PLANNING, LICENSING AND CONSULTATION COMMITTEE

10th March 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 **PLANNING, LICENSING AND CONSULTATION COMMITTEE** of LLANELLI TOWN COUNCIL was held REMOTELY and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 10th March 2025 at 6.00 p.m.

PRESENT: Councillors S.A. Curry (Substitute for Councillor L. Fenris), D.Ll. Darkin (Leader of the Council), S. Evans, J.E. Jones J.P, A. Lochrie, A.S.J. McPherson, N.J. Pearce (Vice-Chair) (in the Chair), J.G. Prosser (Town Mayor), S.L. Rees, and J.R. Williams.

APOLOGIES: L. Fenris (Chair) and S. Williams.

43. DECLARATIONS OF INTEREST

Declarations of interest were made on item 44. (1) as noted below.

44. TOWN AND COUNTRY PLANNING ACT

(1) PLANNING APPLICATIONS

Councillor J.G. Prosser declared an interest in Application PL/08858 as he previously dealt with the owner of the property regarding this application. As he saw this as a prejudicial interest, he withdrew from the meeting and voting thereon.

The Town Clerk reported the receipt of the undermentioned applications which had been sent to the Town Council by Carmarthenshire County Council's Head of Planning for its consideration and observations.

RESOLVED – that the comments shown in column 3 hereunder be forwarded to the Head of Planning: -

Ref No. and Name and Address of Applicant (1)	Proposed Development (2)	Observations (3)
PL/08858 86 Ann Street, Llanelli, SA15 1TE	Change of Use from Offices to 4 Self- Contained Flats Together with a First Floor Rear Extension	Objection on the following basis: • Contravenes Policy GP1 part (d) that no

		proposals will be permitted that will have a significant impact on the amenity of adjacent land uses; properties, residents or the community; • Contravenes Policy GP1 part (h) that proposals will not be permitted that do not provide for an appropriate access or give rise to parking or highway safety concerns on the site or within the locality; • Contravenes Policy H3 part (a) that applications will not be permitted if they result in the over intensification of property use; • Local members felt that there is an urgent need for regeneration in this area and that this proposal providing for a development that could be described as creating a C4 class HMO property would have a detrimental effect on the area.
--	--	---

45. CONSULTATIONS

(1) Carmarthenshire County Council

Consideration was given to the consultation on the draft Allotment and Community Growing Strategy.

RESOLVED – that the consultation be noted.

(2) Carmarthenshire County Council

Consideration was given to the consultation on the draft Green and Blue Infrastructure Strategy.

RESOLVED – that the consultation be noted.

(3) Democracy and Boundary Commission Wales

Consideration was given to the consultation on the Policy and Practice document in preparation for the 2025 Electoral Review Programme.

RESOLVED – that the consultation be noted.

(4) Carmarthenshire County Council

Consideration was given to the consultation on a proposed prohibition of waiting at any time, Sunny Hill, Llanelli.

(5) Carmarthenshire County Council

Consideration was given to the consultation on a proposed vertical measure at Eastern Road, Llanelli.

RESOLVED – that the consultation be noted.

(6) Carmarthenshire County Council

Consideration was given to the consultation on suggested improvement works to the A484 Sandy Road junction with Maes-y-Coed.

RESOLVED – that the consultation be noted.

46. MATTERS FOR INFORMATION

RESOLVED – that the undermentioned matters be noted (copies of which having previously been circulated to members by email for their consideration):

- (1) Carmarthenshire County Council – Temporary Road Closure of Brynallt Terrace, Llanelli, from a point approximately 241 metres south west of the junction with the C2507 Frondeg Terrace for a distance of 230 metres in a south westerly direction from Saturday 22nd March 2025 to Sunday 30th March 2025.
- (2) Carmarthenshire County Council – Confirmation of implementation of the waiting restrictions and street parking places (Llanelli) variation 42 from the 21st February 2025.
- (3) Carmarthenshire County Council – Temporary road closure of Great Western Crescent from its junction with the B4304 Station Road, Llanelli for a total distance of 138 metres in a north westerly direction from 09:00 hours to 15:00 hours on 4th March 2025.

The Meeting concluded at 6.08 p.m.

BUILDING AND FINANCE COMMITTEE

10th March 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 **BUILDING AND FINANCE COMMITTEE** of LLANELLI TOWN COUNCIL was held REMOTELY and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 10th March 2025 at 6.10 p.m.

PRESENT: Councillors A.R. Bragoli, M.D. Cranham J.P, S.A. Curry, D. Ll. Darkin (Leader of the Council), S. Greaney (Deputy Town Mayor), R. James, A.S.J. McPherson (Chair), J.G. Prosser (Town Mayor), B.A.L. Roberts, J.R. Williams, and P.T. Warlow.

APOLOGIES: Councillors A.A. Carter and G.R. Lloyd.

93. MEMBERS' DECLARATION OF INTEREST

Declarations of interest were made on item 102.

94. FINANCIAL REPORT

(1) BUDGET REVIEW

RESOLVED – that the Income and Expenditure report for the period 1st April 2024 – 28th February 2025, in the sums of £1,882,407 and £1,300,261 respectively, be approved.

(2) ACCOUNTS FOR PAYMENT

RESOLVED - that the payment schedule showing Direct Debit Nos. 394 – 416 (inclusive) in the sum of £8,820.41, BACS Nos 322 - 349 in the sum of £24,400.27 and Electronic Payments Nos 510 - 537 in the sum of £215,564.49 respectively, be approved.

95. COMMUNITY CENTRES

(1) HIRINGS

Consideration was given to the summary schedule of hirings of all community centres during the month of February 2025 (copies having been previously circulated to members).

RESOLVED – that the information be noted.

96. PARKS, PLAYING FIELDS AND COMMUNITY CENTRES

Further to minute 81 of the Committee meeting held on the 10th February 2025, consideration was given to the Town Clerk's report which gave an update on developments with the Town Council Parks, Playing Fields, Community Centres and properties.

1. Old Vicarage Car Park Wall

Approval had been received from the 3rd party insurance company that works could be progressed with the car park wall repairs. The Consultant Architect Tender report provided the following suggested costs with approval given to progressing works with the lowest tenderer:

• TAD Builders	£3,185.00
• Hiorns Construction	£3,980.00
• Elijah Homes	£4,555.00

All plus VAT.

2. Penygaer Playing Fields

Further to minute 27 of the Committee meeting held on the 15th July 2024, works had commenced on the Carmarthenshire County Council funded footway improvements at the Penygaer Playing Fields. These works were anticipated to be completed by the end of March 2025.

3. Peoples Park

Vandalism continued to be suffered to the fencing around the skate park.

Following regular fly tipping of general waste into Peoples' Park, a meeting had been held with the County Council Enforcement Team. The area would be monitored.

4. Llanerch Community Centre

Works were nearing completion with the wall underpinning and wall tie works (minute 47 (2) of the Committee meeting held on the 7th October 2024).

RESOLVED – that the report be noted and

- the actions taken and proposed be approved.
- that the lowest tender be approved for the works to the Old Vicarage Car Park wall.

97. APPLICATIONS FOR FINANCIAL ASSISTANCE

(1) GRANT APPLICATIONS

Having considered the following applications (copies having been previously circulated to members), it was **RESOLVED** as follows: -

- (a)** Brynhyfryd Bowls Club – that a grant of £500 be made.
- (b)** Centurions touch rugby – to ask for more information on the services provided.
- (c)** SSAFA – that the application be noted.
- (d)** Penywaer Management Committee – that a grant of £300 be made
- (e)** Camford Sports AFC – that a grant of £800 be made
- (f)** Butterfly HQ – that a grant of £300 be made

(2) LETTER OF THANKS

RESOLVED – that the letter of thanks received from the Llanelli Centre for the Deaf be noted with pleasure.

98. MATTERS FOR INFORMATION

RESOLVED – that the undermentioned matters be noted (copies of which having previously been circulated to members by email for their consideration):

- (1) Havelock Park** – Notes of meeting held with Havelock Bowls Club on 20th February 2025; Minute No. 99 (1) of the Committee meeting held on 18th March 2024 refers.
- (2) Peoples' Park** - Notes of meeting held with Parc y Dre Bowls Club on 20th February 2025, Minute No. 99 (2) of the Committee meeting held on 18th March 2024 refers.
- (3) Peoples' Park** - Notes of meeting held with Wanderers RFC on 4th March 2025, Minute No. 9 of the Committee meeting held on 13th May 2024 refers.

99. PUBLIC BODIES (ADMISSION TO MEETING) ACT, 1960

RESOLVED – that in view of the confidential nature of the business to be transacted the following matters be considered in private and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960 be exercised.

100. COMMUNITY FACILITY PROJECT FOR THE BIGYN AND PENYFAN AREA

Further to minute 91 of the Committee meeting held on the 17th February 2025, consideration was given to the Town Clerk's report that provided an update on developments with the project to create a Community Facility for the Bigyn and Penyfan Area at Penyfan Playing Fields.

Work continued with the ground works, which were due to be completed in Mid-March to enable the construction of the purpose-built community building facility.

In addition, project works were planned for the Changing Rooms to bring these back into operation. These were funded via a National Lottery grant with a full report to be provided to the Committee for approval.

It was also noted that the Committee would need to consider the possible naming of the facility.

Attached at Annex 1 of the report were Architect Instructions based on the approval given by the Committee on the 17th February 2025 for the additional costs approved for the project.

RESOLVED – that the report be noted and

- the actions taken and proposed be approved.
- that the Architect Instructions 1-5 as presented be approved.
- that the building be named ‘The Bigyn Community Centre’.

101. PARC HOWARD PADDLING POOL

Further to Minute No. 54 of the Committee meeting held on 11th November 2024, consideration was given to the Town Clerk’s report that provided an update on works required to the facility, should it be the Town Council’s wish to bring the paddling pool at Parc Howard into operation in 2025.

Following further inspections of the facility, the continuing recommendation of the Town Council Consultant Architect was for a full resurface of the paddling pool to be carried out. This had not been agreed to by the County Council in 2024, with more limited works therefore carried out to the surface.

Tenders had been sought for the works suggested as per the information set out in Annex 1 (copies of which were previously circulated to members). Two options were put forward with the first option being the ‘worst case scenario’ depending on the nature of the original concrete pool base once the existing paint surface was removed in its entirety.

The Town Council Consultant Architects Tender Report (copies of which were previously circulated to members) was presented with tenders received as follows:

	Option A	Option B
Martin Taffetsauffer Ltd	£28,115.82	£20,278.02
Elijah Homes Ltd	£29,999.00	£22,665.00
Vaughan Construction	£32,759.70	£25,296.20

All Plus VAT

The matter was brought to the attention of the Parc Howard Collaboration Group at their meeting on the 7th March 2025, where it was proposed that the County Council contribute 50% of the costs, with the Town Council doing the same. The County Council's contribution was to be confirmed.

A £10,000 budget had been allocated in the 2025-26 Town Council budget for Parc Howard Improvements. This budget could also be increased using some of the earmarked reserve held by the Town Council for works at Parc Howard.

RESOLVED – that the report is noted and

- the Town Council agree in principle to contribute 50% of the costs of these works.
- that the lowest tender be accepted.

102. GROUNDS MAINTENANCE TEAM VEHICLE

Councillor D.Ll. Darkin declared an interest in this item as he was in a business group with one of the suppliers, as he felt this was a prejudicial interest, Cllr Darkin withdrew from the meeting prior to discussion and voting thereon.

Further to Minute No. 17 of the Committee meeting held on 15th July 2024, consideration was given to the Town Clerk's report that noted that an electronic van had been hired on a trial basis by the Town Council to support the Grounds Maintenance and Park Keeping Team from Days, with a Peugeot Panther Van being used since May at a cost of £20.63 per day.

The use had proved successful, and it was proposed to maintain provision of a vehicle for a longer period, with a Ford Transit E-Custom suggested as most suitable.

Prices for a long-term hire had been sought as follows:

		Initial Payment	Monthly charge	Maintenance charge	
Supplier			35 months	Monthly	Total
Days	Vehicle	£	£	£	£
Vanaways	Ford Transit E-Custom	£1,761.00	£587.00	Included	£22,306.00
Days Rental	Ford Transit E-Custom	£653.23	£633.84	£19.39	£23,516.28
Vanarama	Ford Transit E-Custom	£596.67	£596.67	£43.48	£23,045.40

Currently the vehicle was charged either at the Selwyn Samuel Centre or the Goods Shed utilising the Dolen Tefi Charging points at 35p pkw. Officers were seeking prices for installation of a charging point at The Old Vicarage. With a report to follow.

Additional points would also be considered for Penyfan and Crown Parks and Stebonheath Park during the new financial year.

RESOLVED – that the Committee note the report and:

- Approval be given to obtaining a vehicle on a 3-year hiring basis.

103. WESLEYAN COMMUNITY CENTRE

Further to Minute No. 49 (2) of the committee meeting held on the 7th October 2024, consideration was given to Architects instruction 1 in relation to the project (copies of which were previously circulated to members).

RESOLVED – that Architects instruction 1 be approved.

The Meeting concluded at 6.22 pm