

CYNGOR TREF LLANELLI



LLANELLI TOWN COUNCIL

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MINUTES

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LLANELLI JOINT BURIAL ADVISORY COMMITTEE

Minute Nos. 25 - 31

At the **Special Meeting** of the **Llanelli Joint Burial Advisory Committee** hosted at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, and via remote attendance on Wednesday, 14 January 2026 at 4:00 p.m.

Present: Cllr. A. J. Rogers (Chairman)

Cllrs.

T. M. Donoghue
N. Evans

S. N. Lewis
J. S. Phillips

S. Williams

Together with Mr A. Davies (Town Clerk)

25. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. D. L. Darkin, S. Greaney and J. R. Williams.

26. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

27. MINUTES

RESOLVED that the following minutes (copies of which had been previously circulated) be confirmed and signed as a true record of proceedings.

Ordinary Meeting - 10 December 2025

28. MEMORIAL BENCH POLICY

Members considered the Facilities Manager's report regarding changes to the existing memorial bench policy, and after discussion it was

RESOLVED that the report be accepted and that the revised memorial bench regulations be incorporated into the cemetery regulations.

29. PUBLIC BODIES (ADMISSION TO MEETINGS) 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.

30. SCALE OF FEES
(1) Exclusive Rights of Burial Fees

£Conventional grave - 30 year period	815.00
Conventional grave - 50 year period	1628.00
Cremated Remains - 30 year period	221.00
Cremated Remains - 50 year period	440.00

(2) Cemetery Management Fees

The following charges would be levied where purchased Exclusive Rights of Burial was not applicable:

Cemetery management fee for a conventional grave	337.00
Cemetery management fee for a cremated remains plot	169.00

(3) Interment Charges

Grave - Depth for 2	502.00
Grave - Depth for 3	785.00
Child's Grave	0.00
Interment in existing grave	502.00
Interment of cremated remains	168.00
Interment of cremated remains in Vault	71.00
Interment of cremated remains in Garden Plot	81.00
Weekend Surcharge Interment Grave	453.00
Weekend Surcharge Interment Cremated Remains	62.00

(4) Natural Burial Area

Single Depth Grave with 30 year EROB	1317.00
Reservation Fee (10 Years)	60.00
Single Cremated Remains Plot with 30 year EROB	389.00
Reservation Fee (10 Years)	33.00

(5) Scattering Gardens

Garden Wall Memorial Plaque (Square) – 15 Year Lease	148.00*
Garden Wall Memorial Plaque (Square) – 30 Year Lease	233.00*
Garden Wall Memorial Plaque (Oval) – 15 Year Lease	Price on Application
Garden Wall Memorial Plaque (Oval) – 30 Year Lease	Price on Application
Plaque Space Reservation Fee – 15 Year Period	42.00
Plaque Lease Renewal Fee – 15 Year Period	86.00
Plaque Lease Renewal Fee – 30 Year Period	172.00
Second Inscription Fee	50.00*
Ceramic Photo Plaque – 5 cm x7 cm	Price on Application
Ceramic Photo Plaque – 8 cm x10 cm	Price on Application
Single Walkway Memorial – 15 Year Lease	Price on Application
Single Walkway Memorial – 30 Year Lease	Price on Application
Double Walkway Memorial – 15 Year Lease	Price on Application
Double Walkway Memorial – 30 Year Lease	Price on Application

Leaf Vault with 30 Year Exclusive Right of Burial	1311.00
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(6) Other Charges

Hire of Chapel (including speaker)	46.00
Scattering Fee	45.00
Memorial Bench	Price on Application
Memorial Tree	148.00*
Testing of Grave	125.00
Exhumation of Ashes	168.00*
Exhumation of Body	(Actual and necessary costs)
New memorial - headstone	147.00
New memorial - kerbset	173.00
Additional names cut on headstones	74.00
Memorials within Garden of Remembrance	101.00
Granite Memorial Bench Permit	173.00
Additional Excavation Fee for Bricked Grave	476.00
Family History Search (per individual name)	10.00
Chapel Memorial Plaque	57.00*
Chapel Memorial Plaque Reservation	23.00
Vault Lease Renewal Fee – 30 Year Period	400.00
Administration Fee	70.00

All fees marked with * are subject to VAT @ the current prevailing rate of 20%

RECOMMENDED that the above fees be approved from 1 April 2026.

31. ESTIMATES OF INCOME AND EXPENDITURE

The Governance and Projects Manager presented the Secretary's detailed report in respect of the Estimates of Income and Expenditure for 2026 / 2027 to members in lieu of the Secretary, who was absent from the meeting, and after discussion it was

RECOMMENDED that a budget contribution of £100,000 be requested from Llanelli Rural Council for the financial year 2026 / 2027, and that in turn it requests £50,000 from Llanelli Town Council as its contribution towards service costs.

FURTHER RECOMMENDED that the current sum of earmarked reserves totalling £147,647 be noted.

.....
The meeting concluded at 4.15 p.m.
.....

LLANELLY HOUSE COMMITTEE

9th February 2026

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 **LLANELLY HOUSE COMMITTEE** of LLANELLI TOWN COUNCIL was held REMOTELY and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 9th February 2026 at 5.45 p.m.

PRESENT: Councillors, D. Ll. Darkin (Leader of the Council), T. Davies, A. Lochrie (Vice-Chair), P.T. Warlow (Chair) and J.R. Williams

APOLOGIES: Councillors, S.A. Curry, N.J. Pearce, and A.S.J. McPherson,

1. MEMBERS' DECLARATION OF INTEREST

No declarations of interest were made.

2. LLANELLY HOUSE TRUST

Further to minute no.2 of the Committee meeting held on the 8th September 2025, consideration was given to a request for financial support towards the cost of repairs to the House and for ongoing financial support in the 2026-27 year.

RESOLVED – that the Town Clerk would arrange a date and time for the Committee to visit Llanelly House and inspect the works that had been completed before considering further a contribution towards these costs. Furthermore, the Committee approved a contribution by the Town Council to the House of £55,000 for the 2026-27 financial year.

The Meeting concluded at 5.58 pm

LLANELLI TOWN COUNCIL

ORDINARY MEETING

4th March 2026

At the **ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held remotely and at The Old Vicarage, Town Hall Square, Llanelli on Wednesday, 4th March 2026 at 6.00 p.m.

PRESENT: Councillor J.E. Jones J.P. (Town Mayor) (Presiding)

Councillors

Bigyn Ward

M.D. Cranham J.P.
D.Ll. Darkin
G.R. Lloyd
P.T. Warlow
A.C. Williams
J.R. Williams

Elli Ward

S. Williams

Glanymor Ward

A.A. Carter
L. Fenris
S.L. Rees (Leader of
the Council)
B.A.L. Roberts

Lliedi Ward

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

Tyisha Ward

T. Davies
A.S.J. McPherson
J.G. Prosser

APOLOGIES: Councillor S.A. Curry, R. James and N.J. Pearce

105. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

106. PUBLIC PARTICIPATION

The Town Mayor (Councillor J.E. Jones J.P.) noted there were no members of the public in attendance at this meeting.

107. 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:

Llanelli Town Council Ordinary Meeting	4 th February 2026	204 - 211
Ex-Town Mayor's Committee	4 th February 2026	212 - 213
Planning, Licensing and Consultation Committee	9 th February 2026	214 - 217
Building and Finance Committee	9 th February 2026	218 – 229
Llanelli Town Council Ordinary Meeting	9 th February 2026	231 – 232
Stebonheath Development Committee	16 th February 2026	233 – 236
Selwyn Samuel Centre Committee	16 th February 2026	237 – 239
Establishment Committee	16 th February 2026	240 - 242

108. TOWN MAYOR ELECT

Upon the Proposition of Councillor S.L. Rees (Leader of the Council) and Seconded by Councillor M.D. Cranham, it was:

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

109. COMMUNITY DEVELOPMENT AND ACTIVITY

(1) Community Activities

- **Healing the Divide** – Four Training sessions had been held recently for community leaders. The training had been online and in person. Healing the divide within the community required intentional collaboration, open dialogue, and sustained commitment from all stakeholders. By bringing together 21 organisations from across the community, a unified approach was built that strengthened community cohesion and fostered mutual understanding. Through shared initiatives, joint events, and coordinated outreach, these organisations created safe spaces for constructive conversations that bridged differences and rebuilt trust. A key component of this effort was providing disinformation and misinformation training, equipping community leaders and residents with the tools to critically assess information, challenge harmful narratives, and promote

accurate, fact-based communication. Together, these collective actions looked to reduce polarisation, strengthen relationships, and created a more resilient, informed, and connected community. From the session the organisations were committed to working together on several community cohesion events through the year. The project would work closely with the Jo Cox Foundation.

- **Llanelli Schools Football Tournament** - The Town Council working alongside Actif Sir Gâr and the Carmarthenshire Schools FA had run the primary schools' tournament at Ysgol Penrhos on 24th February 2026. The event provided opportunities to showcase footballing talent from across Llanelli and promoted participation in school sport. The tournament celebrated teamwork, skill, and fair play, while offering pupils a positive competitive experience. The top eight teams would go on to represent Llanelli at county level in the finals.
- **St Davids Day Celebration** - A range of celebratory activities were delivered, including a community cooking session where traditional cawl was prepared alongside a Welsh-themed quiz. A parade through Llanelli town centre involved over 330 local children, celebrating community spirit and culture. In addition, an EYST celebration was held, recognising and supporting children from ethnically diverse backgrounds.
- **Democratic Community Activity** - Officers of Llanelli Town Council had engaged with several community groups, including Llanelli Multicultural Network, Hearts & Crafts, and People Speak Up, in relation to the forthcoming changes to the Senedd election process. These discussions focused on raising awareness, promoting understanding of the updated arrangements, and ensuring that accurate information was shared widely across diverse communities.
- **2026 Twining Projects** - New links had been established with the football and tennis clubs in Agen, strengthening our international sporting partnerships. Dates had also been confirmed for the Twin Town Rugby Challenge, which would be hosted in June, further promoting collaboration and cultural exchange. Further information would follow.
- **Project Siloah** – Officers continued to engage with the Project Siloah. The project centred on the restoration of Siloah Chapel, a Grade II listed building located in the heart of the Seaside community. Having stood closed for many years, the chapel was at risk due to long-term decline and deterioration. Project Siloah aims to carefully conserve and restore this important heritage asset, reopening it as a sustainable heritage and community hub that will serve current and future generations. The project would focus on heritage conservation, learning opportunities, wellbeing initiatives, and inclusive community activity, creating a vibrant space where people could connect, grow, and thrive. With a strong emphasis on supporting children, young people, and families, Project Siloah would seek to provide accessible programmes, safe spaces, and

meaningful activities that strengthened community ties while preserving the building's historic significance. The project was noted to have already attracted substantial funding.

- **Half Term Activities** - The half-term activities were highly successful, with over 100 participants attending throughout the week. The free darts competition proved particularly popular, attracting more than 45 players and reinforcing the need for weekly sessions for the sport.

RESOLVED - That the information be noted

(2) Policy and Strategic Meetings

Officers were working with partners; examples are

- Llanelli Multi Cultural Network Drop-in Centre Support
- Project Siloah Team
- Pentre Awel
- Communities For Work C4W
- Llanelli Community Partnership
- Healing the divide
- People Speak Up
- Actif Sir Gar
- Tyisha Community Team
- Menter Cwm Gwendraeth Elli
- Scarlets Community Team
- Primary Schools
- Coleg Sir Gar
- Hearts and Crafts

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

110. APPOINTMENT OF STANDING COMMITTEES, COMMITTEES, JOINT COMMITTEES AND MEMBERSHIP OF OUTSIDE BODIES 2025-26

Further to Minute No. 43 of the Town Council meeting held on the 2nd July 2025, consideration was given to amending the membership of Standing Committees, Committees, Committees, Joint Committees and Membership of Outside Bodies for 2025-26. A motion was Proposed by Councillor S.L. Rees (Leader of the Council) and Seconded by Councillor M.D. Cranham J.P. with an amendment proposed by Councillor D.Ll. Darkin which was accepted by Councillors Rees and Cranham.

Planning, Licensing and Consultation Committee: (12 Members)

Councillors: M.D. Cranham, J.P., D.Ll. Darkin, S. Evans (Deputy Town Mayor), L. Fenris, J.E. Jones, J.P. (Town Mayor), A. Lochrie, A.S.J. McPherson, J.G. Prosser, N.J. Pearce, S.L. Rees (Leader of the Council), A.C. Williams, J.R. Williams.

Building and Finance Committee: (12 Members)

Councillors: A.R. Bragoli, A.A. Carter, M.D. Cranham, J.P., S.A. Curry, T. Davies, S. Greaney, R. James, G.R. Lloyd, S.L. Rees (Leader of the Council), B.A.L. Roberts, P.T. Warlow, S. Williams.

Stebonheath Development Committee: (12 Members)

Councillors: A.R. Bragoli, M.D. Cranham, J.P., D.Ll. Darkin, T. Davies, L. Fenris, S. Greaney, G.R. Lloyd, J.E. Jones, J.P. (Town Mayor), S.L. Rees (Leader of the Council), P.T. Warlow, A.C. Williams, S. Williams.

Selwyn Samuel Centre Committee: (12 Members)

Councillors: A.R. Bragoli, S.A. Curry, S. Evans (Deputy Town Mayor), L. Fenris, R. James, J.E. Jones, J.P. (Town Mayor), G.R. Lloyd, A. Lochrie, A.S.J. McPherson, N.J. Pearce, A.C. Williams, J.R. Williams.

Llanelly House Committee: (8 Members)

Councillors: A.A. Carter, S.A. Curry, T. Davies, S. Evans (Deputy Town Mayor), N.J. Pearce, B.A.L. Roberts, A.C. Williams, S. Williams.

Town Twinning Committee: (10 Members)

Councillors: A.R. Bragoli, M.D. Cranham, J.P. D.Ll. Darkin, S. Evans (Deputy Town Mayor), L. Fenris, J.E. Jones, J.P. (Town Mayor), G.R. Lloyd, A. Lochrie, A.C. Williams, S. Williams.

Establishment Committee: (10 Members)

Councillors: A.A. Carter, M.D. Cranham, J.P., D.Ll. Darkin, T. Davies, S. Evans (Deputy Town Mayor), L. Fenris, A.S.J. McPherson, S.L. Rees (Leader of the Council), B.A.L. Roberts, S. Williams.

Complaints Panel Members

Councillors A.R. Bragoli and N.J. Pearce.

Ex-Town Mayors' Committee:

Councillors: A.R. Bragoli, M.D. Cranham, J.P., D.Ll. Darkin, J.E. Jones J.P. (Town Mayor), N.J. Pearce, J.G. Prosser, P.T. Warlow.

Well-Being of Future Generation Working Group: (12 Members)

Councillors: A.R. Bragoli, A.A. Carter, T. Davies, S. Evans (Deputy Town Mayor), S. Greaney, J.E. Jones J.P, (Town Mayor), A.S.J. McPherson, N.J. Pearce, B.A.L. Roberts, P.T. Warlow, A.C. Williams, S. Williams.

Llanelli Town Council Working Group: (6 Members)

Councillors: A.R. Bragoli, A.A. Carter, T. Davies, J.E. Jones J.P, (Town Mayor), J.G. Prosser, S.L. Rees (Leader of the Council).

Leases and Contracts Working Group

Councillors: T. Davies, L. Fenris, S.L. Rees, A.C. Williams, S. Williams.

Llanelli Joint Burial Advisory Committee: (5 Members)

Councillors: S. Evans, (Deputy Town Mayor) S. Greaney, J.E. Jones, J.P. (Town Mayor), J.R. Williams, S. Williams.

Parc Howard Collaboration Group: (4 Members)

Councillors: N.J. Pearce, R. James, A.C. Williams, J.R. Williams.

Llanelli Traffic Management Working Group: (4 Members)

Councillors: A.R. Bragoli, M.D. Cranham, J.P., N.J. Pearce, S.L. Rees (Leader of the Council).

APPOINTMENT OF CHAIR'S AND VICE-CHAIR'S OF COMMITTEES

Planning, Licensing and Consultation Committee

Chair: Councillor N.J. Pearce

Vice-Chair: Councillor S. Evans (Deputy Town Mayor)

Building and Finance Committee

Chair: Councillor M.D. Cranham J.P.

Vice-Chair: Councillor T. Davies

Stebonheath Development Committee

Chair: Councillor A.R. Bragoli

Vice-Chair: Councillor Lillith Fenris

Selwyn Samuel Centre Committee

Chair: Councillor S. Evans (Deputy Town Mayor)

Vice-Chair: Councillor J.E. Jones J.P. (Town Mayor)

Llanelly House Committee

Chair: Councillor S. Williams

Vice-Chair: Councillor B.A.L. Roberts

Town Twinning Committee

Chair: Councillor A.C. Williams

Vice-Chair: Councillor A.R. Bragoli

Establishment Committee

Chair: Leader of the Council

Vice-Chair: Councillor S. Williams

Ex-Town Mayors' Committee:

Chair: Councillor D.Ll Darkin

Vice-Chair: Councillor J.E. Jones J.P. (Town Mayor)

Llanelli Town Working Group

Chair: Councillor T. Davies

Vice-Chair: Councillor A.A. Carter

Well-Being of Future Generation Working Group

Chair: Councillor S. Williams

Vice-Chair: Councillor S. Evans (Deputy Town Mayor)

Llanelli Joint Burial Advisory Committee

Chair: To be nominated by LRC

Vice-Chair: Councillor J.E. Jones J.P. (Town Mayor)

Llanelli Traffic Management Working Group

Chair: Councillor A.R. Bragoli

Vice-Chair: Councillor M.D. Cranham J.P.

Leases and contracts working group

Chair: Councillor A.C. Williams

Vice-Chair: Councillor S.L. Rees (Leader of the Council)

REPRESENTATION ON OUTSIDE BODIES

Carmarthenshire Homeless Forum

Councillor A. Lochrie

Discarded Needles Working Group

Councillors S.A. Curry, T. Davies, B.A.L. Roberts

Friends of Llanelli Museum

Councillor J. R. Williams

Heart of Wales Line Travellers Association

Councillor J.E. Jones, J.P. (Town Mayor)

Llanelli Town Centre Task Force

Councillor S. Williams and Town Clerk

Llanelli and District Civic Society

Councillor J.E. Jones, J.P. (Town Mayor)

Llanelli and District Fairtrade Group

Councillor G.R. Lloyd

Llanelli and District Talking Newspaper Association

Councillors S. Williams and N.J. Pearce

Llanelli and District Twinning Association

Chair and Vice-Chair for time being of Town Council's Twinning Committee

Llanelli and District Shopmobility

Councillor N.J. Pearce

Llanelli Chamber of Trade and Commerce

Councillors S. Williams and L. Fenris

Llanelli Community Partnership

Councillors S.L. Rees (Leader of the Council) and A. Lochrie

Llanelli Deaf Club

Councillor S. Williams

Llanelli Litter Task Force

Councillor N.J. Pearce

Llanelli Railway Goods Shed Committee

Councillor S.A. Curry

Llanelly House - CHRT

Councillor S. Williams and Town Clerk (As Observers)

Menter Cwm Gwendraeth / Llanelli

Councillor S. Evans (Deputy Town Mayor)

National Association of Councillors

- (1) Leader of the Council,
- (2) Deputy Leader of the Council

North Dock Tenants and Residents Association

Councillors L. Fenris, J.E. Jones, J.P. (Town Mayor)

One Voice Wales

Area Committee – Councillors P.T. Warlow
Larger Councils Committee - Councillor S.L. Rees (Leader of the Council)

Parc Howard Association

Councillors A.R. Bragoli, S. Evans (Deputy Town Mayor), S. Greaney, A. Lochrie and J.R. Williams

St. Paul's Family Centre

Councillors S. Evans (Deputy Town Mayor) and L. Fenris

Town and Community Councils Liaison Forum

Councillor S.L. Rees (Leader of the Council)

Trustees of the Charity known as the Llanelli Town Estate

All Members of the Town Council

Tŷ Bryngwyn Hospice Committee

Councillors A.R. Bragoli, A.A. Carter, S. Evans (Deputy Town Mayor, P.T. Warlow, J.R. Williams

Ymlaen Llanelli Ltd.

Leader of the Council and Deputy Leader with Town Clerk as Observer.

PLTRA

Councillors M.D. Cranham J.P, and A.C. Williams.

RESOLVED - That the Council approves the amendments proposed for the membership Standing Committees, Committees, Joint Committees and Outside Bodies for 2025-26.

111. NOTICE OF MOTION

The Town Clerk reported the receipt of a Notice of Motion Proposed by Councillor S.L. Rees (Leader of the Council) and Seconded by M.D. Cranham J.P. (copies of which were circulated to members prior to the meeting).

The motion was as follows:-

‘Removal of Councillor Attendance Allowance and Role-Based Expenses’

This Council Notes that following a vote in 2023 under the previous administration, it was resolved to introduce an ‘Attendance Allowance’ for members to attend meetings.

The Independent Remuneration Panel for Wales did not mandate Town or Community Councils to introduce such payments. Rather, the Panel recommended that Councils be given discretion to introduce a payment of up to £30 per meeting should they wish to do so.

For decades, the role of a Councillor at Llanelli Town Council has been recognised and respected as a voluntary public service position. The introduction of attendance and additional role-based expenses represents a departure from that long-standing principle.

We remain committed to support future Councillors of all backgrounds, to contribute to our town through targeted discretionary support that does not drain the budget as the previous expenses have since their introduction.

Town Councillors’ attendance and additional role-based expenses are therefore considered unnecessary, counterproductive, and an unjustifiable cost to the taxpayer.

Therefore, this council resolves to commit to the removal of the following Councillor expenses and allowances:

- Attendance Allowance (£30 per meeting)
- Mayoral Allowance (£1,500 per annum)
- Deputy Mayoral Allowance (£500 per annum)

This proposal seeks to restore the voluntary nature of the role and reduce the financial burden on the taxpayer, delivering a meaningful annual saving to public funds.

Accordingly, this Council agrees to cease the above payments with immediate effect, subject to any necessary administrative or regulatory processes.

Councillor D. Ll. Darkin Proposed that consideration of the Motion be deferred pending provision of information on the discretionary support suggested in the motion along with information on the legal basis and any financial and equality impact assessments carried out, this was Seconded by Councillor A.S.J. McPherson.

Upon the request from Councillor S.L. Rees (Leader of the Council) the proposal to defer the motion was put to a recorded vote.

RESOLVED – that the motion not be deferred with Councillors A.R. Bragoli, A.A. Carter, M.D. Cranham J.P, T. Davies, S. Evans (Deputy Town Mayor), L. Fenris, J.E. Jones J.P. (Town Mayor), S.L. Rees (Leader of the Council), B.A.L. Roberts, A.C. Williams and S. Williams against.

For: Cllr. D.Ll Darkin, S. Greaney, G.R. Lloyd, A. Lochrie, A.S.J. McPherson, J.G. Prosser, P.T. Warlow and J.R. Williams in favour.

The Mayor therefore put the motion to the vote, and upon a request from Cllr. S.L. Rees (Leader of the Council) for the vote to be recorded, it was:

RESOLVED - that the motion be agreed, with Councillors A.R. Bragoli, A.A. Carter, M.D. Cranham J.P, T. Davies, S. Evans (Deputy Town Mayor), L. Fenris, J.E. Jones J.P. (Town Mayor), S.L. Rees (Leader of the Council), B.A.L. Roberts, A.C. Williams and S. Williams in favour.

Abstentions: Cllr. D.Ll Darkin, S. Greaney, G.R. Lloyd, A. Lochrie, A.S.J. McPherson, J.G. Prosser, P.T. Warlow and J.R. Williams.

112. AUDIT OF ACCOUNTS 2024/2025

Consideration was given to the Annual Return and Accounting Statements following completion of the Audit for the year. Minute No. 36 of the meeting held on the 23rd June 2025 refers.

RESOLVED – that the Audit of Accounts report be accepted.

113. 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) **One Voice Wales** – Minutes of a meeting of the Larger Council’s Committee held on the 23rd October 2025.
- (2) **Dyfed Powys Police and Crime Commissioner** – Bulletin.
- (3) **Parc Howard Collaboration Group** – Minutes of meeting held on the 3rd February 2026.
- (4) **Llanelly House Trust** – Minutes of the meeting held on the 15th September 2025.
- (5) **One Voice Wales** – E-bulletin.
- (6) **Llanelli Town Centre Task Force** – Minutes of meeting held on the 4th November 2025.
- (7) **Hywel Dda University Health Board** – Have your say on local community pharmacy services.
- (8) **Older Peoples’ Commissioner for Wales** – Newsletter.

(9) **PLTRA** – Minutes of meeting held on the 21st January 2026.

(10) **Hywel Dda University Health Board** - Health Board decides on future model of care for Clinical Services Plan

(copies previously circulated or available to members)

The Meeting concluded at 7.01 p.m.

PLANNING, LICENSING AND CONSULTATION COMMITTEE

9th March 2026

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, 9th March 2026 at 6.00 p.m.

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

APOLOGIES: L. Fenris and A. Lochrie

47. DECLARATIONS OF INTEREST

Declarations of Interest were made on items 48(1) and 49, as noted below.

48. TOWN AND COUNTRY PLANNING ACT

(1) PLANNING APPLICATIONS

Councillor A.C. Williams declared an interest in Application PL/10534 as he is treasurer for the district WRU. As he saw this as a prejudicial interest, he withdrew from the meeting and voting thereon.

Councillor J.G. Prosser declared an interest in Application PL/10494 & PL/10509 as he is working on the matter in another capacity. As he saw this as a prejudicial interest, he withdrew from the meeting and voting thereon.

Councillor J.G. Prosser declared an interest in Application PL/10531 & PL/10560 as he knows the owners. As he saw this as a prejudicial interest, he withdrew from the meeting and voting thereon.

Councillor S. Greaney declared an interest in Applications PL/10531 & / PL/10560 as he knows the applicant. 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/10454 119-121 Station Road, Llanelli, SA15 1YS	Change of use of the second floor of public house to create a new residential flat, together with new dormer windows and extended external staircase on the rear roof space and elevation, and associated internal alterations	No Objection
PL/10494 Land adjacent to 58 Stepney Street, Llanelli, SA15 3TN	Relocation of the existing BT phone box to facilitate the installation of a proposed Global street hub, including the associated display of advertisements on both sides of the unit	The Town Clerk to contact the BID for their views on the application.
PL/10509 Land adjacent to 58 Stepney Street, Llanelli, SA15 3TN	Relocation of the existing BT phone box to facilitate the installation of a proposed Global street hub, including the associated display of advertisements on both sides of the unit	The Town Clerk to contact the BID for their views on the application.
PL/10534 Parc Y Dre, Park View Terrace, Llanelli, SA15 3HA	Installation of 2 No. 15m and 2 No.16 m high flood light columns with associated LED lighting units	The Town Council noted support for the application with the understanding that the operation would not adversely impact upon local residents.

PL/10550 The Goods Shed, Marsh Street, Llanelli, SA15 1BG	Repair and alteration works to Llanelli Railway Goods Shed, where proposals have been amended or fall outside of the scope of the original consented application S/34414	The Town Council noted support for the application.
PL/10569 10 Aelybryn Drive, Felinfoel, Llanelli, SA15 4LE	Proposed two-storey side extension	No Objection
PL/10579 22 Gower View, Llanelli, SA15 3SN	Proposed single storey extension (porch) to the front of the existing dwelling	No Objection
PL/10531 / PL/10560 Silo Independent Chapel, Copperworks Road, Llanelli	Conversion of historic school room to form a community hall, including the installation of new toilets, and kitchen, and the conversion of the existing Pastor's house for form new church offices	The Town Council noted support for the application.

49. PL/10217 AT THE FORMER STEBONHEATH CENTRE FOR ENTERPRISE, STEBONHEATH TERRACE, LLANELLI, SA15 1NE

Councillor M.D. Cranham and Councillor A.C. Williams declared an interest in this item as they are members of Stebonheath Steering Group which was working in the Community in relation to the application as they saw this as a prejudicial interest, Councillor Cranham and Councillor Williams withdrew prior to the discussion and voting thereon.

1. Planning Application Validation Process

Further to Minute No. 46 of the Committee meeting held on the 9th February 2026 where the Committee agreed that the Town Clerk would write to the Welsh

Government to raise the Town Council's concern that the above mentioned planning application had been incorrectly validated by the Carmarthenshire County Council Planning Department. This was the result of it being the Committee's understanding that an application of this scale with the number of residential units proposed, should have been subject to a Pre Application Consultation Process. Consideration was given to the Town Clerk's report on the matter that noted as follows:

The Welsh Government agency, Planning & Environment Decisions Wales had confirmed their view that:

Planning and Environment Decisions Wales (PEDW) is the division of the Welsh Government with responsibility for delivering an impartial planning appeal system in Wales. For that reason, it would not be appropriate for us to offer planning advice or comment on something which is in the remit of the Local Planning Authority.

If you are aggrieved by the LPA's handling of this matter, you could complain to the Council via its complaint procedure. If you are not happy with the response you receive, you may wish to raise the matter with the Public Services Ombudsman for Wales.

RESOLVED – that the committee expresses their concern by writing to PEDW again on how this matter has been handled.

2. S106 contribution should the development be approved

Further to Minute No. 34 (1) of the Committee meeting held on the 8th December 2025 where the Committee noted its support for the correspondence received by the Planning Authority from the Carmarthenshire County Council Education and Leisure Department on the 4th December 2025 where the need for S106 contributions to be provided from any proposed development towards open spaces and play facilities within the Bigyn Ward was highlighted.

Members had noted that the Committee believed that as the great majority of the play and open space facilities in Bigyn Ward are managed and maintained by Llanelli Town Council, that the Council believed it should be involved in this process at the earliest possible stage.

Contact had therefore been received from the proposed developer who discussed this matter with Officers and met Officers at Penyfan Playing Fields to discuss possible contributions. Correspondence had been received providing a proposal for this possible contribution. With the proposed developer seeking the Town Council's views on this proposal.

Members noted that this process was entirely separate to consideration of the merits of the Planning Application itself.

RESOLVED – the Town Clerk to write to note the proposed contribution was not proportionate to the scale of the proposed development and the Committee did not therefor approve the proposal.

50. 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** – Notification of appeal against refusal of Planning Permission, for the change of use from a (C3) dwelling house to a young professional, 4 person, House of multiple occupancy (C4) at 15 Trinity Road, Llanelli, SA15 2AB.
- (2) **Carmarthenshire County Council** – Notification of appeal against refusal of Planning Permission for a two storey side extension at 47 Nightingale Court, Llanelli, SA15 1HU.
- (3) **Carmarthenshire County Council** – Notification of appeal against refusal of Planning Permission for a change of use from a C3 dwelling house to a C4 House in multiple occupancy (HMO) (5 bedrooms) with bike storage at the rear at 47 Trinity Road, Llanelli, SA15 2AB.
- (4) **Carmarthenshire County Council** – Notification of an emergency road closure of Station Road on Monday 2nd March 2026 between the hours of 21:00 and midnight.

(copies having been circulated previously by email)

The Meeting concluded at 6.30p.m.

BUILDING AND FINANCE COMMITTEE

9th March 2026

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, 9th March 2026 at 6.31 p.m.

PRESENT: Councillors, A.R. Bragoli, A.A. Carter, M.D. Cranham J.P. (Chair), S.A. Curry, T. Davies (Vice-Chair), S. Greaney, R. James, G.R. Lloyd, S.L. Rees (Leader of the Council), B.A.L. Roberts, P.T. Warlow and S. Williams.

ALSO IN ATTENDANCE: Ex-Officio Member Councillor J.E. Jones J.P. (Town Mayor) and S. Evans (Deputy Town Mayor).

94. MEMBERS' DECLARATION OF INTEREST

Declarations of Interest were made on item 97.1. as noted below.

95. FINANCIAL REPORT

(1) BUDGET REVIEW

RESOLVED – that the Income and Expenditure report for the period 1st April 2025 – 28th February 2026, in the sums of £1,716,562 and £1,444,454 respectively, be approved.

(2) ACCOUNTS FOR PAYMENT

RESOLVED - that the payment schedule showing Direct Debit Nos. 279 – 378 (inclusive) in the sum of £20,290.55, BACS Nos 294 - 318 in the sum of £24,197.77 and Electronic Payments Nos 492 - 544 in the sum of £230,613.63 respectively, be approved.

96. COMMUNITY CENTRES

(1) HIRINGS

Consideration was given to the summary schedule of hirings of all community centres during the month of February 2026 (copies having been previously circulated to members).

RESOLVED – that the information be noted.

Further to Minute No. 83 (1) of the Committee Meeting held on the 9th February 2026, consideration was given to the Town Clerks report which provided some background to the noted drop in Community Centre hirings during the 2025-26 Financial Year:

Glenalla Community Centre

During the year the Army Cadets had decreased their hirings from 3 x per week to 1 x per week. They had relocated some of their use to the Sea Cadets Unit in Embankment Road.

A recent additional hiring was a Community / Benefits advice group who utilised the Centre weekly.

Members also noted the ongoing parking issues being experienced in the area, this had led on occasions to confrontations between hirers and residents which may have also had an impact on hiring frequency.

Llanerch Community Centre

During the year, the SWAMP Theatre Group had a weekly hiring which came to an end in the early Summer. In addition, a Tap-Dancing Class had decreased to an average of twice monthly hirings rather than weekly. A general decrease in birthday party bookings had also been noticed at the Centre.

Paddock Street Community Centre

During the year, the Spiritualist Group had decreased to an average of one weekly hiring rather than twice weekly. A regular Saturday hiring by People Speak Up had relocated to the Goods Shed where there was no charge for use.

A recent additional hiring was a Hard of Hearing group twice a month

Bigyn Community Centre

The Centre was seeing increased hirings with the Jam on Toast Group twice weekly along with regular meetings and the popular Darts Sessions in partnership with Menter Cwm Gwendraeth Elli. Birthday party numbers were also increasing.

Wesleyan Community Centre

During the year, the LAMAS group had decreased their hirings to 1 a month from 2 a month. A general decrease in birthday party bookings had also been noticed at the Centre.

Hirings had been taken on for the NHS for vaccination provision and Pembs College for their Nursing Degree Course.

St Barnabas Community Centre

A number of the hirings that were previously using St Barnabas Community Centre disbanded around its closure, this included the dancing group and the Bigyn Ladies friendship group.

CASM and the Weight Watchers moved to Paddock Street Community Centre, while SCAG now utilised the St Pauls Family Centre.

General Other Findings

There had been a number of hirings that may normally have been booked with Town Council Facilities that had been noted to be at the Goods Shed, Library, Pentre Awel and the Selwyn Samuel Centre, where café facilities were available and charges were not raised for a booking.

The Town Council would continue to look to advertise its facilities online and in discussions with Community Groups. The decision to hold hiring charges unchanged for 2026-27 would hopefully also entice further hirings.

RESOLVED – that the report is noted

97. APPLICATIONS FOR FINANCIAL ASSISTANCE

(1) GRANT APPLICATIONS

Councillor R. James declared an interest in Application 97.1.a, as he is a School Governor, as he saw this as a prejudicial interest Councillor James withdrew from the meeting prior to discussion and voting thereon.

Councillor S. Williams declared an interest in Application 97.1.d, as he is a member of the group, as he saw this as a prejudicial interest Councillor Williams withdrew from the meeting prior to discussion and voting thereon.

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

- a) **Heol Goffa PTA** – that a grant of £500 be made
- b) **Llanelli Sub Aqua Club** – that a grant of £500 be made
- c) **New Dock Stars RFC** – that a grant of £500 be made
- d) **RBL Band** – that a grant of £300 be made

98. 2025-26 INTERNAL AUDIT RECOMMENDATIONS

Further to Minute No. 99 of the Town Council meeting held on the 4th February 2026, consideration was given to the Town Clerk's report that noted that consideration had been given to the Internal Audit Report (First Interim) 2025-26 prepared by Auditing Solutions Ltd.

The recommendations and comments thereon for member consideration were set out in Annex 1 which were previously circulated to members.

RESOLVED – that the recommendations be noted and accepted.

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. PARKS PLAYING FIELDS AND COMMUNITY CENTRES

Further to Minute No. 92 of the Committee meeting held on the 9th February 2026, consideration was given to the Town Clerk's report which provided an update on developments with the Town Council Parks, Playing Fields, Community Centres and other properties.

1. Crown Park

a) Water Leakage

Quotations had been received for the necessary repair works for the leak at Crown Park as follows, the works included provision of new isolation valves for both the paddling pool and changing rooms / social club:

- | | |
|-------------------|--------------------|
| • Lorne Stewart | £2,609.00 plus VAT |
| • Pipeworx GB Ltd | £1,749.60 plus VAT |

b) Cricket Wicket

Following site visits with the Contractor, Sports Equip, a date was awaited for the works for the relocation of the cricket square at Crown Park.

2. Peoples' Park

A request had been received from the Carmarthenshire Football League Committee for consideration of re-instating the former 'Wellfield AFC' pitch at Peoples' Park (adjacent to the rugby pitch facility). Officers had therefore met with members of the Committee to discuss this possibility. The proposal would be to provide for a youth pitch (9x9 size).

If the Committee was agreeable to the proposal, the Carmarthenshire League would seek funding to purchase the necessary goals along with confirming whether the facility would be hired by a specific club or on a match by match hiring basis.

It was recommended that the Committee approve the request under the understanding that there was no cost to the Town Council for provision of the goals.

3. Penygaer Playing Field Changing Rooms and Community Centre

A report had been received along with a quotation from the roofing contractor, the water ingress was impacting upon the kitchen and changing places spaces in the facility.

The repair works to the roof only were quoted at £3,575.00 plus VAT.

The Town Council Consultant Architect had considered the report and advised as follows:

Penygaer Changing Rooms.

Since the works to improve and extend the above building a few years back were completed there have been a series of issues where water ingress has been an issue both the new kitchen area and the changing place. The original Principal Contractor, Martin Taffetsauffer, has returned to site on numerous occasions and undertaken repair works including additional leadwork but to no avail. Cambrian Roofing were asked to carry out a thorough investigation beyond the localised area of the extensions. It has been found that it is actually the existing original roof coverings that are defective and it is suggested that 2 sections of 'Decra' tiles are removed, replace any defective timberwork, lay new felt and tiles to match existing. Cambrian would be able to undertake these works for the sum of £3,575 plus vat. We would advise acceptance of the quotation ref 1796.

4. Paddock Street Community Centre

Roof repairs had been identified as being required to prevent water ingress above the gents toilets at Paddock Street. The quotation received for the roof works only was for £600.00.

The Town Council Consultant Architect had considered the report and advised as follows:

Paddock Street.

The water ingress in the Male WC has been an ongoing issue for a while. Cambrian Roofing have investigated and will be able to resolve the issue for the sum of £600 plus vat. This will involve intrusive works to the roof fabric but they appear confident that the proposed works will resolve the issue. We advise acceptance of the quotation re 1797

5. Play Area Improvements

Work had been completed on the play area improvements at Crown Park, Havelock Park and Peoples' Park.

The following invoices had been received for approval:

- | | | |
|-----------------|-----------|---------------------|
| • Crown Park | Wicksteed | £19,997.75 plus VAT |
| • Havelock Park | Kompan | £7,039.29 plus VAT |
| • Peoples' Park | Kompan | £32,219.71 plus VAT |

RESOLVED – that the report is noted and

- the actions taken and proposed be approved;
- that the lowest quotes for the works set out be approved for progression.

The Meeting concluded at 6.42pm