

CYNGOR TREF LLANELLI



LLANELLI TOWN COUNCIL

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MINUTES

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LLANELLI TOWN COUNCIL

ANNUAL MEETING

9th May 2024

At the **ANNUAL MEETING** of **LLANELLI TOWN COUNCIL** held remotely and at The Old Vicarage, Town Hall Square, Llanelli, on Thursday, 9th May 2024 at 6.00 p.m.

PRESENT: The Town Mayor (Councillor N.J. Pearce)(Presiding) and, after his Retirement and Election of a successor, the Town Mayor, Councillor J.G. Prosser.

Councillors

Bigyn Ward

D.Ll. Darkin (Leader of
the Council)
G. Lloyd
P.T. Warlow
J.R. Williams

Elli Ward

S. Williams

Glanymor Ward

A.A. Carter
L. Fenris

Lliedi Ward

S. Greaney
A. Lochrie

Tyisha Ward

S.A. Curry
A.S.J. McPherson

APOLOGY: Councillors, A.R. Bragoli, M.D. Cranham, J.P., T. Davies, J.R. Elliott, S. Evans, R. James, J.E. Jones, J.P., S.L. Rees, and B.A.L. Roberts.

1. ELECTION OF TOWN MAYOR

Prior to proceeding with the business of the Meeting, the Town Mayor (Councillor N.J. Pearce) delivered his Valedictory Address, outlining Council and Mayoral activities undertaken during the previous twelve months. He extended to Members and Officers of the Town Council his sincere thanks and appreciation for the valuable support which had been afforded to him during his mayoral year.

The next business of the Meeting, that of the election of Town Mayor, was then taken.

Upon the;

Proposition of Councillor D.Ll. Darkin (Leader of the Council), and

Seconded by Councillor A.S.J. McPherson, it was

UNANIMOUSLY RESOLVED - that Councillor J.G. Prosser be hereby elected, Town Mayor to hold office for the ensuing year.

2. TOWN MAYOR'S ACCEPTANCE AND ACKNOWLEDGEMENT

The Town Mayor (Councillor J.G. Prosser) thereupon made his Declaration of Acceptance of Office, thanked Members of the Council for the honour conferred upon him, and then took the Chair.

3. APPOINTMENT OF DEPUTY TOWN MAYOR

Upon the;

Proposition of Councillor D.Ll. Darkin (Leader of the Council) and

Seconded by Councillor A.S.J. McPherson, it was

UNANIMOUSLY RESOLVED - that Councillor S. Greaney be elected Deputy Town Mayor to hold office for the ensuing year.

Councillor Greaney expressed his thanks for his appointment.

4. VOTE OF THANKS TO THE IMMEDIATE PAST TOWN MAYOR

The Town Mayor (Councillor J.G. Prosser) on behalf of the Town Council expressed his appreciation for the services rendered by the Immediate Past Town Mayor (Councillor N.J. Pearce).

RESOLVED - that the Town Council place on record its appreciation of the services rendered by the Immediate Past Town Mayor during his term of office.

5. PRESENTATION

The Town Mayor (Councillor J.G. Prosser) presented the Immediate Past Town Mayor with his Ex-Mayoral Medallion and engraved glassware in recognition of his service.

6. ADJOURNMENT OF MEETING

It was thereupon

UNANIMOUSLY RESOLVED - that the Meeting stand adjourned until 6.00 p.m. on Monday, 13th May 2024 at The Old Vicarage, Town Hall Square, Llanelli.

The Meeting concluded at 6.40 p.m.

LLANELLI TOWN COUNCIL

ORDINARY MEETING

13th May 2024

At the **ADJOURNED ANNUAL MEETING** of **LLANELLI TOWN COUNCIL** held remotely and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 13th May 2024 at 6.00 p.m.

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

Councillors

Bigyn Ward

M.D. Cranham J.P.
D.Ll. Darkin (Leader of
the Council)
G.R. Lloyd
P.T. Warlow
J.R. Williams

Elli Ward

N.J. Pearce
S. Williams

Glanymor Ward

A.A Carter
L. Fenris
J.E. Jones, J.P.
S.L. Rees

Lliedi Ward

A.R. Bragoli
S. Evans
S. Greaney
R. James
A. Lochrie

Tyisha Ward

S.A. Curry
T. Davies
A.S.J. McPherson

APOLOGIES: Councillors J.R. Elliott, and B.A.L Roberts

7. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

8. PUBLIC PARTICIPATION

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

9. TOWN MAYOR'S CADET

Further to Minute No. 9 of the Adjourned Annual meeting held on 24th May 2023, the Town Mayor presented the Town Mayor's Cadet 2024 badge and certificate to Cadet Cpl Steffan Griffiths from The Llanelli Air Cadets.

Following the presentation and photograph opportunity the Town Mayor's Cadet withdrew from the meeting.

10. MAYORAL ANNOUNCEMENT

The Town Mayor (Councillor J.G. Prosser) extended thanks to members for attending the Town Council Annual Meeting and Civic Service held on the previous Wednesday and Sunday.

11. 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	3 rd April 2024	272 – 278
Planning, Licensing and Consultation Committee	3 rd April 2024	279 - 280
Building and Finance Committee	8 th April 2024	281 – 282

12. APPOINTMENT OF STANDING COMMITTEES, COMMITTEES AND JOINT COMMITTEES 2023-24

RESOLVED – that the following Standing Committees, Committees, Sub-Committees and Joint Committees be appointed to serve for the ensuing year: -

FURTHER RESOLVED – to re-designate the 'Leases and Contracts Sub Committee' as the 'Leases and Contracts Working Group'.

Planning, Licensing and Consultation Committee: (12 Members)

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

Building and Finance Committee: (12 Members)

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

Stebonheath Development Committee: (12 Members)

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

Selwyn Samuel Centre Committee: (12 Members)

Councillors: A.R. Bragoli, S.A. Curry, J.R. Elliott, S. Greaney (Deputy Town Mayor), J.E. Jones, J.P., A. Lochrie, G.R. Lloyd, A.S.J. McPherson, N.J. Pearce, P.T. Warlow, S. Williams and Vacancy.

Llanelly House Committee: (8 Members)

Councillors: M.D. Cranham, J.P., S.A. Curry, D.Ll. Darkin (Leader of the Council), A. Lochrie, A.S.J. McPherson, N.J. Pearce, P.T. Warlow, J.R. Williams.

Town Twinning Committee: (10 Members)

Councillors: A.R. Bragoli, M.D. Cranham, J.P., D.Ll. Darkin (Leader of the Council), J.R. Elliott, S. Evans, L. Fenris, G.R. Lloyd, S.L. Rees, J.R. Williams, S. Williams.

Establishment Committee: (10 Members)

Councillors: D.Ll. Darkin (Leader of the Council), S.A. Curry, S. Evans, G.R. Lloyd, L. Fenris, R. James, N.J. Pearce, A.S.J. McPherson, P.T. Warlow, J.R. Williams.

Complaints Panel Members

Councillors A.R. Bragoli, J.G. Prosser (Town Mayor).

Ex-Town Mayors' Committee:

Councillors: M.D. Cranham, J.P., D.Ll. Darkin (Leader of the Council), J.E. Jones J.P., N.J. Pearce, P.T. Warlow.

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

Councillors: A.R. Bragoli, A.A. Carter, D.Ll. Darkin (Leader of the Council), T. Davies, J.R. Elliott, S. Evans, S. Greaney (Deputy Town Mayor), J.E. Jones J.P, N.J. Pearce, B.A.L. Roberts, P.T. Warlow, S. Williams.

Llanelli Town Council Working Group: (6 Members)

Councillors: S. Curry, D.Ll. Darkin (Leader of the Council), J.R. Elliott, L. Fenris, S. Greaney (Deputy Town Mayor), A.S.J. McPherson.

Llanelli Joint Burial Advisory Committee: (5 Members)

Councillors: D.Ll. Darkin (Leader of the Council), S. Evans, S. Greaney (Deputy Town Mayor), B.A.L Roberts, J.R. Williams.

Parc Howard Collaboration Group: (4 Members)

Councillors: D.Ll. Darkin (Leader of the Council), R. James, N.J. Pearce, J.R. Williams.

Llanelli Traffic Management Working Group: (4 Members)

Councillors: A.R. Bragoli, D.Ll. Darkin (Leader of the Council), S. Evans, S. Greaney (Deputy Town Mayor).

Leases and Contracts Working Group

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

13. APPOINTMENT OF CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES

RESOLVED – that, each Committee having been separately determined, the following members be appointed to serve as Chair and Vice-Chair of the respective Committees set out below for the ensuing year.

Planning, Licensing and Consultation Committee

Chair: Councillor L. Fenris

Vice-Chair: Councillor N.J. Pearce

Building and Finance Committee

Chair: Councillor A.S.J. McPherson

Vice-Chair: Councillor P.T. Warlow

Stebonheath Development Committee

Chair: Councillor L. Fenris

Vice-Chair: Councillor A.R. Bragoli

Selwyn Samuel Centre Committee

Chair: Councillor A.S.J. McPherson

Vice-Chair: Councillor S.A. Curry

Llanelly House Committee

Chair: Councillor P.T. Warlow

Vice-Chair: Councillor A. Lochrie

Town Twinning Committee

Chair: Councillor A.R. Bragoli

Vice-Chair: Councillor J.R. Elliott

Establishment Committee

Chair: Leader of the Council

Vice-Chair: Deputy Leader of the Council

Ex-Town Mayors' Committee:

Chair: Councillor D.Ll Darkin (Leader of the Council)

Vice-Chair: Councillor J.E. Jones J.P.

Llanelli Town Working Group

Chair: Councillor S.A. Curry

Vice-Chair: Councillor L. Fenris

Well-Being of Future Generation Working Group

Chair: Councillor N.J. Pearce

Vice-Chair: Councillor S Greaney (Deputy Town Mayor)

Llanelli Joint Burial Advisory Committee

Chair: Councillor D.Ll. Darkin (Leader of the Council)

Vice-Chair: To be nominated by LRC

Llanelli Traffic Management Working Group

Chair: Councillor A.R. Bragoli

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

Leases and contracts Working Group

Chair: Councillor D.Ll. Darkin (Leader of the Council)

14. REPRESENTATION ON OUTSIDE BODIES

RESOLVED – that the representatives to serve on the undermentioned Outside Bodies for the ensuing year be as follows: -

Carmarthenshire County Council - Education Authority Schools Governing Bodies

(1) Bigyn C.P. School:	Councillor A.S.J. McPherson
(2) Old Road C.P. School:	Councillor N.J. Pearce
(3) Ysgol Pen Rhos:	Councillor L. Fenris
(4) Ysgol Maes y Morfa:	Councillor L. Fenris
(5) Stebonheath C.P. School:	Councillor G.R. Lloyd
(6) Ysgol Gymraeg Dewi Sant:	Councillor S. Evans
(7) Pentip Voluntary School:	Councillor N.J. Pearce
(8) Penygaer C.P. School:	Councillor A.R. Bragoli

Carmarthenshire Homeless Forum

Councillor A. Lochrie

Discarded Needles Working Group

Councillors S.A. Curry, A.S.J. McPherson and P.T. Warlow

Friends of Llanelli Museum

Councillor J. R. Williams

Heart of Wales Line Travellers Association

Councillor A.S.J. McPherson

Llanelli Town Centre Task Force

Councillor A.S.J. McPherson and Town Clerk

Llanelli and District Civic Society

Councillor S. Greaney (Deputy Town Mayor)

Llanelli and District Fairtrade Group

Vacancy

Llanelli and District Talking Newspaper Association

Councillors P.T. Warlow and N.J. Pearce

Llanelli and District Twinning Association

Chair for time being of Town Council's Twinning Committee

Llanelli and District Shopmobility

Councillor N.J. Pearce

Llanelli Chamber of Trade and Commerce

Councillor S.A. Curry

Llanelli Community Partnership

Councillors S. Greaney (Deputy Town Mayor) and A. Lochrie

Llanelli Deaf Club

Councillor N.J. Pearce

Llanelli Flood Forum

Councillor R. James

Llanelli Litter Task Force

Councillor A.S.J. McPherson

Llanelli Railway Goods Shed Committee

Councillor S.A. Curry

Llanelli Railway Strike Riots 1911 Centenary Commemorative Committee

Councillors S. Greaney (Deputy Town Mayor) and R. James

Llanelly House - CHRT

Councillor D.Ll Darkin (Leader of the Council) and Town Clerk (As Observers)

Menter Cwm Gwendraeth / Llanelli

Councillor S. Evans

National Association of Councillors

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

North Dock Tenants and Residents Association

Councillors L. Fenris, S. Greaney (Deputy Town Mayor) and A.S.J. McPherson

One Voice Wales

Area Committee – Councillors P.T. Warlow and N.J Pearce
Larger Councils Committee - Councillor D.Ll Darkin (Leader of the Council)

Parc Howard Association

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

St. Paul's Family Centre

Councillors J.R. Elliott and L. Fenris

Town and Community Councils Liaison Forum

Councillor D.Ll Darkin (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, S. Evans, G.R. Lloyd, P.T. Warlow, J.R. Williams

Ymlaen Llanelli Ltd.

Leader of the Council and Deputy Leader

Stebonheath Management Committee

Councillors A.R. Bragoli, M.D. Cranham J.P., L. Fenris and P.T. Warlow.

FURTHER RESOLVED – that a review be undertaken during the year of the representation agreed.

15. GENERAL POWER OF COMPETENCE

Further to minute 16 of the Adjourned Annual Meeting held on the 11th May 2023, Members considered the Town Clerk's report, (Copies previously circulated to members).

Under the Local Government and Elections (Wales) Act 2021 following the 5th May 2022 elections, eligible Councils are able to resolve themselves as being competent Councils under the act.

The guidance to the act states:

The general power of competence permits qualifying authorities to do anything that an individual generally can do. It is a power of first resort which means that a qualifying authority does not need to rely on specific powers in legislation to do something, so long as what is intended to do is not otherwise prohibited.

If, however, there are restrictions on the use of an existing specific power, those restrictions would also apply to the use of the general power. The general power enables eligible community councils to act in their communities' best interests, generate efficiencies and secure value for money outcomes. Eligible community councils would also be able to raise money by charging for discretionary services and to trade for commercial purposes and in their ordinary functions.

The 2021 Act sets out the conditions community councils must meet to be an 'eligible community Council' with access to the general power. Only councils which meet the eligibility conditions are able to use this general power.

The three conditions are specified in the 2021 Act, section 30 (2)-(4) and are set out below:

- At least two-thirds of the total number of members of the council have been declared to be elected (including unopposed), whether at an ordinary election or at a by-election.
- The Clerk to the Council holds such named qualification or certification as may be specified by the Welsh Ministers by regulations.
- The two most recent Auditor General for Wales (AGW) opinions on the council's accounts are unqualified. The most recent must have been received in the previous 12 months.

The three conditions, working together, serve as indicators that a community council represents the views of its electorate, that the council has a recent history of sound governance and that its Clerk has the core knowledge, skills and understanding to

support a community council in the exercise of the new general power. This provides a level of confidence in a council's ability to execute the general power appropriately. To formally become an eligible community council, a council must meet the conditions set out above and pass a resolution at any meeting confirming that it meets the conditions. In accordance with Schedule 4, Part 1 of the 2021 Act, the outcome of the decision to become an eligible community Council should be published on the Council's website within seven working days of the resolution being passed.

The Town Clerk noted that Llanelli Town Council currently met each of the three conditions set out in the act.

RESOLVED – that the report is noted and the Town Council passes a Resolution in accordance with Schedule 4, Part 1 of the 2021 Act confirming that it meets the conditions and wishes to resolve itself as an eligible Council under the act.

16. TOWN COUNCIL BANK MANDATE AND ACCOUNTS

Consideration was given to the Town Clerk's report that the Town Council Bank Mandate was updated following the Town Council elections held in May 2022. Following this it was noted that there had been 2 bi-elections necessitating the removal of two former Councillors as signatories.

It was therefore proposed for the Town Council to approve the following for its bank mandate:

- Two signatories for payments;
- All 22 Town Councillors to be included as signatories;

Officers to be included:

- Town Clerk / Responsible Financial Officer;
- Principal Financial Officer;
- Administration and Finance Officer.

Online banking.

- Access to be provided to:
 - Town Clerk / Responsible Financial Officer;
 - Principal Financial Officer.

In addition it was noted that the Town Council had been made aware that the 'Money Market Call' Accounts utilised by the Town Council which earn interest payments were to be closed by HSBC.

RESOLVED –

- That the Town Council bank mandate reflect the recommendations set out in the report;
- That authorisation be given to the Town Clerk / RFO carrying out a review of the Town Council banking provision with a report to follow to the Council for consideration.

17. INDEPENDENT REMUNERATION PANEL FOR WALES ANNUAL REPORT 2023-24

Members considered the Town Clerk's report, minute No. 32 of the Planning, Licensing and Consultation Committee held on the 6th November 2023 refers (copy having previously been circulated).

The report provided details of the members' expenses that had been determined by the Panel for 2024/25.

The Town Council was considered to be a Group 1 Council, resulting in the council being required to make Resolutions in regard to the following Determinations: -

Cost of Care – The Council must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs. Formal (registered with Care Inspectorate Wales) care costs are to be as evidenced and Informal (unregistered) care costs to be paid up to a maximum rate equivalent to the Real UK Living Wage at the time the costs are incurred. Reimbursement must be for the additional costs incurred by members in order for them to carry out official business or their approved duties. Reimbursement shall only be made on production of receipts from the care provider.

This would be reimbursed at the end of the month that a claim is submitted to the Town Clerk.

RESOLVED – That the item be noted.

Costs and Expenses 1 – The Council must make available a payment to each of its members of £156 per year towards the extra household expenses (including heating, lighting, power and broadband) of working from home.

This would be paid at the end of May of each year unless a member confirms to the Town Clerk in writing that they do not wish to claim all, or part of it.

RESOLVED – That the item be noted.

Costs and Expenses 2 - Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively councils must enable members to claim full reimbursement for the cost of their office consumables.

Should the annual payment be agreed, this would be paid at the end of May of each year unless a member confirms to the Town Clerk in writing that they do not wish to claim all, or part of it.

RESOLVED – That the item be noted.

Senior Roles – The Council must make available an annual payment of £500 each to a minimum of one and a maximum of seven members in recognition of specific responsibilities. This is in addition to the £156 and £52 payments for costs and expenses.

The Council must therefore select at least one role to receive this payment and it would be paid at the end of May of each year unless the member holding the appointed role confirms to the Town Clerk in writing that they do not wish to claim all, or part of it.

RESOLVED – That the Council provide for a Senior Role payment of £500 to be made to the Council Leader only.

Travel – The Council can make payments to each of their members in respect of travel costs for attending approved duties. This is optional.

RESOLVED – That the item be noted and approved.

Overnight stays – The Council, if a duty requires an overnight stay, may authorise reimbursement of subsistence expenses to its members at the maximum rates as published. This is optional.

This would be reimbursed at the end of the month that a claim is submitted to the Town Clerk.

RESOLVED – That the item be noted and approved.

Financial Loss – The Council can pay financial loss compensation to each of their members, where such loss has occurred, for attending approved duties as published.

This would be reimbursed at the end of the month that a claim is submitted to the Town Clerk.

RESOLVED – That the item be noted and approved.

Attendance Allowance – The Council can pay an attendance allowance for members. The mandatory maximum for each qualifying event is £30 and a member in receipt of financial loss compensation would not be entitled to claim attendance allowance for the same event.

If the council decided in favour of attendance allowances, it must produce a scheme for formal adoption and make provision for it to be publicly available.

Payments for attendance must be in respect of official business or approved duty which are identified in the council's Standing Orders or alternatively by specific resolution. The scheme should specify for which events payments would be made.

All members of the council would be entitled to the payment for attendance at the events specified in the scheme, but an individual member may decline to receive payment by informing the Town Clerk (in writing).

RESOLVED – That the item be noted and an attendance allowance of £30 be approved for each attendance (this would entail 1 payment per Full Town Council or Standing Committee, Committee or Joint Committee meeting event as detailed in minute 13 above i.e., 1 £30 payment would be made whether 1 or multiple meetings were held on the particular occasion).

Civic Head – The Council can provide a Civic Head payment to the Town Mayor up to a maximum of £1,500. This is in addition to the £156 and £52 payments for costs and expenses and the £500 senior salary if these are claimed by that member. This payment is in addition to the budget of £8,000 that is allocated to cover mayoral activities.

If this payment allocation is approved, it would be paid at the end of May of each year unless the Town Mayor confirms to the Town Clerk in writing that they do not wish to claim all, or part of it.

RESOLVED – That the item be noted and a Civic Head payment of £1,500 be approved.

Deputy Civic Head – The Council can provide a Deputy Civic Head payment to the Deputy Town Mayor up to a maximum of £500. This is in addition to the £156 and £52 payments for costs and expenses and the £500 senior salary if these are claimed by that member. This payment is also in addition to the budget of £8,000 that is allocated to cover mayoral activities.

If this payment allocation is approved, it would be paid at the end of May of each year unless the Deputy Town Mayor confirms to the Town Clerk in writing that they do not wish to claim all, or part of it.

RESOLVED – That the item be noted and a Deputy Civic Head payment of £500 be approved.

Upon the request of Councillor T. Davies that a recorded vote be taken it was:

RESOLVED – that the resolutions set out above be agreed, with Councillors A. R. Bragoli, S. A. Curry, S. Evans, L. Fenris, S. Greaney (Deputy Town Mayor), R. James, G.R. Lloyd, A. Lochrie, A.S.J. McPherson, N.J. Pearce, J. G. Prosser (Town Mayor), P.T. Warlow and J.R. Williams in favour.

Against: Councillors A.A. Carter, M.D. Cranham J.P, T. Davies, J.E. Jones J.P., S.L. Rees, and S. Williams.

18. COMMUNITY DEVELOPMENT AND ACTIVITY

Further to Minute No. 124 of the Town Council meeting of 3rd April 2024, consideration was given to the Principal Officer's Community Development report (copies having been previously circulated to members). The report dealt with the following:

(1) Updates and Activities

Community

Cymru Can - Well-being of Future Generations Act 2015 - Wales was noted to be the only country in the world with a Well-being of Future Generations Act. It sets out seven well-being goals for Wales and five principles (ways of working) that work together to improve our environment, our economy, our society, and our culture. Cymru Can is the Future Generations Commissioner for Wales' new strategy for 2023-2030, it summarises the approach intended to take over the next seven years towards achieving the vision.

It sets out five missions:

- Implementation and impact
- Climate and Nature
- Health and Wellbeing
- A Well-Being Economy
- Culture and Welsh Language.

One Voice Wales National Awards Conference - At the recent One Voice Wales National Awards Conference, Llanelli Town Council were awarded Best Democratic Health Initiative for the Meet the Mayor Project.

At the Conference the Town Council was also highly commended in the Best Community Initiative for its Sports Youth and Activity programme.

Town Council's 50th Anniversary - Work continued to develop the programme of activities to celebrate the Town Council's 50th anniversary:

- Town Council branding ideas were being developed and finalised.

- Sporting festivals and activities with partners planned for May at Stebonheath Stadium.
- A working group of organisations continued to meet to support the development of the Llanelli Great Get Together (community picnic) to be held on the 22nd June in the Town Centre. The event would see several organisations coming together and would promote 3 themes Healthy Eating, Keeping Active and Community. It was hoped that the day would include:
 - Street Play, Childrens author, story time, free books, gym activity competitions, music, schools drawing competition, flower arranging, inflatable games and activities with Cook24.
- Llanelli Town Council will partner with Parc Howard Association on the 7th July with Llanelli Brass Band providing a musical event in the Parc which would link with the Town Council as a 50th anniversary event.
- Invitation for our Twin Town of Agen were being finalised for an October visit.

Junior Young Traders Project, Llanelli Town Centre – The trading day would take place on 16th May 10.00am - 2.00pm in the Town Centre. This year would see 6 schools taking part. The project aim was to improve mathematical and logical skills and was in line with the national curriculum. The project was working in partnership with the BID, Llanelli Community Partnership and Carmarthenshire County Council Market team.

The project was funded by several key partners including Llanelli Community Partnership, Foothold Cymru, the Chamber and the BID.

Well-being Walk Penyaer and Llanerch river walkway – The health and well-being walking group utilising the newly established river walkways at Llanerch and Penyaer held their first activity on the 19th April. The event set off from the Penyaer Changing Rooms / Community Facility building. The walk was supported by several organisations including the River Trust, Llanelli Green Network, Llanelli Multicultural Network, and the Local Health Board. The event was well attended with 28 residents taking part. The group held a light lunch followed by a planting session in which 8 people took part at the newly established Penyaer Sensory Garden. A further walk was being planned for Peoples' Park in June.

Meet the Mayor 2024 – The Meet the Mayor project took place over 3 days in April. 266 pupils in year 5/ 6 from 7 primary schools attended. The project looked at educating on the role of the Town Council, on democratic health, why we vote, the history of voting and the Future Generation Act for Wales.

Environmental Projects Updates - Officers had undertaken work at the 'Butterfly Gardens' at Crown Park and Peoples' Park, both gardens were doing well and were doing what they were designed to do, at Crown Park it was noted that the bird boxes put up 2 years ago were being used for nesting. Tree checks and maintenance had been undertaken at Peoples' Park, Penyaer Playing Fields, Bryn Yard and the Llanerch River Walkway. One tree in Crown Park and a tree on the Llanerch Walkway were of

concern and were being monitored. Penygaer Playing Fields Planters were also replanted with trellises repaired following vandalism.

RESOLVED - That the information be noted

(2) Policy and Strategic Meetings

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

- Llanelli Multi Cultural Network Drop-in Centre Support
- Penygaer School
- Penrhos School
- Stebonheath School
- Halfway School
- Llanelli Community Partnership
- Llanelli Green Network
- Tesco Trostre Community Team
- Dementia Cradle Choir
- Junior Young Traders Project, Llanelli Town Centre
- Hate Crime Cymru
- River Trust
- National Lottery

Strategic Work Programmes / Reviews

- Officers have completed a draft of the annual review of the Community Development Strategy 2023/24, the draft forward Work programme for 2024/25, Biodiversity Strategy, Training Plan and the first draft of the 2023/24 Annual report in readiness for consideration by the Town Council.
- Officers continue to work on the draft Public Service Board Return due in June 2024.

(3) Dates for Diaries, Community Activity examples FOR May 2024

Community Weekly Activity

- Hearts and Crafts - Paddock Street Community Centre, 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.
- 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 Speak 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.

Planned Community Activity- For Information

- 16th May Llanelli Junior Traders event, Town Centre 10.00am – 2.00pm, all are welcome.
- Llanelli Community Partnership meeting 20th May 6.00pm in Paddock Street Community Centre, all are welcome.
- International Children Day 30th May 1.00pm – 3.00pm Ffwrnes Fach, all are welcome.

RESOLVED - That the information be noted.

19. SPORTS YOUTH AND ACTIVITIES OFFICER'S REPORT

Further to Minute No. 124 of the Town Council meeting of 3rd April 2024, consideration was given to the Sports Youth and Activity Officer's report (copies having been previously circulated to members). The report dealt with the following:

(1) Community & School Activities

- The 'Bootroom' coming to Llanelli – A charitable organisation founded in Swansea around 5 years ago called the Bootroom had expressed interest in branching out to Llanelli. The ambition of the Charity was to allow each child and adult to access a pair of football boots. They had five projects operating out of sports clubs, The projects designate a room for unwanted or outgrown football boots which players in need could simply walk in to collect boots with

no questions asked. Foothold Cymru had expressed an interest in hosting the scheme and the Town Council and the Scarlets Community Foundation were supporting them to bring the scheme to the Town.

- International Children's Day – In partnership with People Speak Up and the Llanelli Community Partnership, plans had begun to bring organisations together to put on one of Wales' only events celebrating International Children's Day. This would be held in the Ffwrnes Fach. The event would be held during the Whitsun May holidays and would offer free provision during the holidays.

Further Information to follow

- Stebonheath Disability Festival – The second annual event for around 150 players with mixed disabilities would be held at Stebonheath Park. Teams ranging from Aberystwyth to the Rhondda are committed would attend. This would include Llanelli Reds disability team. TATA Steel are the key sponsor for the event for the second year. Participants would receive medals and winning teams' trophies on the day.
- Festival of Sport at Stebonheath Stadium – This event would be themed around the Olympic games in Paris. Working in partnership with the Actif Sir Gar team, 400 year 3 pupils were attending Stebonheath Stadium to try new sporting activities. Attending on the day were Golf Wales, Basketball Wales alongside local clubs such as WCKA kickboxing school based in Felinfoel. Strade Young Leaders programme would also be supporting on the day.
- Ysgol Maes Y Morfa Rugby Sessions – Rugby after school session for those that had expressed interest in rugby continued to attract several pupils. This term target was children in Years 3 and 4 as there was a gap in provision. The children were now looking forward to competing in the upcoming Scarlets festival for local primary schools.
- Integrated Childrens Centre – Sports sessions were being delivered at Morfa Integrated Children Service Centre through the medium of Welsh and English. The project caters for the youngest in our community with most participants two to four years old.
- Stebonheath Street Football Cup – Actif Sir Gar approached the Town Council in the bid to host a football game for their homeless players. Currently the group train in the Leisure centre. Following discussion, teams from Swansea City FC, Mind Wellbeing, Carmarthenshire County Council Housing team and many more were taking part in the Cup final. Stalls from the NHS Outreach team and the mental health services that Mind Llanelli across the running track would be available on the day.
- Wellbeing Walk in Penygaer – A group of participants were led on a wellbeing walk for members of the community to explore the existing nature trail, sensory garden and River Walkway in Llanerch. West Wales Rivers Trust supported with a scavenger hunt, as well with the Multi-Cultural Network providing refreshments. The walk was well received by the community with plans for an additional walk in Town Council parks in June.

- Central African Entrepreneur (CAE) Event – In partnership with CAE, a game of football was organised for the young Syria Sir Gar footballers to play against another team of players from around the world. The event was well attended at the Cruyff Court with 15 players from each organisation taking part with 10 different nationalities. The children mentioned how exciting it was to play against another team.

RESOLVED - 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;
- Tennis sessions held weekly Thursday's 4:00pm – 5:00pm at Parc Howard
- Syria Sir Gar Football weekly session Wednesday's Cruyff Court in Penyfan;
- Stebonheath Scarlets Rugby Festival, 14th May at Stebonheath Park 9:30 Start
- Stebonheath Festival of Sport, 15th May at Stebonheath Park 9:30am-3:00pm
- Young Traders Market, 16th May at Llanelli Town Centre 10:00am-2:00pm
- Homeless Carmarthenshire Cup, 17th May at Stebonheath Park 1:30pm-4:30pm
- Stebonheath Disability Festival, 18th May at Stebonheath Park 11:00am-3:00pm
- Seaside Football Festival, 19th May at Crown Park 9:00am-4:00pm
- Good shed May Fun Day, 29th May at The GoodsShed 12:00pm-3:00pm
- International Children's Day Event 30th May at The Ffwrness Fach 1:00pm-4:00pm

RESOLVED - That the information be noted.

20. 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** - Code of conduct training for Town and Community Councils.
- (2) One Voice Wales** – Training Event dates March, April, May & June 2024;
- (3) One Voice Wales** – Minutes of the Larger Councils Committee held on the 14th February 2024.

- (4) **One Voice Wales** – Minutes of the Carmarthen Area Committee Meeting, held on 15th March 2024.
- (5) **One Voice Wales** – Information on the One Voice Wales Innovative Practice Conference to be held on 3rd July 2024.
- (6) **Llanelli Traffic Management Working Group** - Minutes of meeting held on 16th April 2024.
- (7) **Project Seagrass** – Information on Community Engagement session regarding seagrass planting trials in Llanelli.
- (8) **Park Howard Association** – Minutes of the meeting held on 25th March 2024.
- (9) **One Voice Wales** – News Bulletin.
- (10) **Carmarthenshire County Council** - Outcome of Primary Rising 4s Policy 2025/26 Consultation.
- (11) **CYCA** – Spring Newsletter.
- (12) **Llanelli Talking Newspaper** – Notice of meeting to be held on the 11th May 2024.

The Meeting concluded at 6.43 p.m.

PLANNING, LICENSING AND CONSULTATION COMMITTEE

13th May 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 **PLANNING, LICENSING AND CONSULTATION COMMITTEE** of LLANELLI TOWN COUNCIL was held REMOTELY and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 13th April 2024 at 6.50 p.m.

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

APOLOGIES: No apologies.

1. DECLARATIONS OF INTEREST

No declarations of interest were made.

2. TOWN AND COUNTRY PLANNING ACT

(1) PLANNING APPLICATIONS

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/07635 6 Cowell Street, Llanelli, SA15 1UU	Change of use from A2 to Sui Generis (Tattoo Parlour)	No Objections.

PL/07640 Land adjacent to 11 Penygaer Road, Llanelli, SA14 8RU	Variation of Condition 2 on S/38175 (Detached Dwellinghouse)	No objections
PL/07594 30 Chapman Street, Llanelli, SA15 3EB	Proposed two storey rear and side extension with a single storey rear extension.	No objections.
PL/07703 54 Gower View, Llanelli, SA15 3SW	Demolish existing rear porch extension and construct single storey flat roofed rear extension and raised balcony and new rooflight to rear elevation roof (Resubmission of PL/07166 Refused on 15/04/2024)	No objections.

3. CONSULTATIONS

(1) Carmarthenshire 30mph Speed Restrictions B4304 Coastal Link Road

Consideration was given to the consultation received from Carmarthenshire County Council on the imposition of a 30pmh speed limit along the B4304 Coastal Link Road. (copies of which were previously circulated to members).

RESOLVED – that the consultation be noted.

(2) Planning Appeal Consultation

Consideration was given to the consultation on a planning refusal appeal AP-7360 received from Carmarthenshire County Council in relation to Planning Application PL/06992 – New Dock Stars Rugby Football Club, Trostre Road, Llanelli, SA15 1JY. Minute number 40 (1) of the Committee meeting held on 15th January 2024 refers. (copies of which having previously been circulated to members).

RESOLVED – that the same Town Council supported the considerations provided by the Highways Authority.

4. LICENSING ACT 2003 – NOTIFICATION OF APPLICATION FOR PREMISES LICENCE

- (1) **Dance Kingdom, Pharaoh House, Station Yard, New Dock Road, Llanelli, SA15 2EF**

The Town Clerk reported the receipt of a Notification of License Application in respect of Dance Kingdom, New Dock Road, Llanelli SA15 2EF (copies having been previously circulated to members).

RESOLVED – that the information be noted, and no objection be offered to the application.

5. 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 length of road known as the Great Western Crescent, Llanelli, from 74 metres north west of its junction with the B4304 Llanelli for a distance of 57 metres in a north westerly direction from 12:00 hours on Saturday 15th June 2024 to 16:00 hours on Sunday 16th June 2024.
- (2) **Carmarthenshire County Council** - Temporary Road Closure of the A484 Gelli Onn on Thursday 6th June 2024 for a period of 1 night.

The Meeting concluded at 7.00 p.m.

BUILDING AND FINANCE COMMITTEE

13th May 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 **BUILDING AND FINANCE COMMITTEE** of LLANELLI TOWN COUNCIL was held REMOTELY and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 13th May 2024 at 7.03 p.m.

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

APOLOGIES: Councillors, A.A Carter, S.A. Curry, J.R. Elliott, R. James, and B.A.L. Roberts.

1. MEMBERS' DECLARATION OF INTEREST

Declarations were made on items 4, 9, 11, 12, 13, and 14.

2. FINANCIAL REPORT

(1) BUDGET REVIEW

RESOLVED – that the Income and Expenditure report for the period 1st April 2024 – 30th April 2024, in the sums of £530,973 and £97,338 respectively, be approved.

(2) ACCOUNTS FOR PAYMENT

RESOLVED - that the payment schedule showing Direct Debit Nos. 001 - 041 (inclusive) in the sum of £21,619.43, BACS Nos 001 - 032 in the sum of £24,522.59 and Electronic Payments Nos 001 - 053 in the sum of £217,203.48 respectively, be approved.

3. COMMUNITY CENTRES

(1) HIRINGS

Consideration was given to the summary schedule of hirings of all community centres during the month of April 2024 (copies having been previously circulated to members).

RESOLVED – that the information be noted.

4. APPLICATIONS FOR FINANCIAL ASSISTANCE

(1) GRANT APPLICATIONS

Councillor D.LI. Darkin and J.R. Williams declared an interest in application (d) as they were both Governors at the School, and as they felt this was a prejudicial interest, they withdrew from the meeting prior to the discussion and voting thereon.

Councillor S.L. Rees declared an interest in application (b) as he was a Governor at the School, and as he felt this was a prejudicial interest, he left the meeting prior to discussion and voting thereon.

Councillor M.D. Cranham declared an interest in application (c) as he is a Governor at the School, and as he felt this was a prejudicial interest, he left the meeting prior to discussion and voting thereon.

Councillor G.R. Lloyd declared an interest in application (i) as he was a member of the Club, and as he felt this was a prejudicial interest, he left 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) Llanelli Men's Shed - that a grant of £300 be made.
- (b) Ysgol Pen Rhos PTFA - that a grant of £300 be made.
- (c) Ysgol Stebonheath PTA - that a grant of £300 be made.
- (d) Coedcae School – Rugby Development Officer - noted
- (e) Cylch Meithrin Llanerch - that a grant of £300 be made.
- (f) Tyrfran Bowls Club - that a grant of £500 be made.
- (g) Llanelli Wood Turners Club - that a grant of £300 be made.
- (h) The Royal Naval Association - that a grant of £300 be made.
- (i) Evans & Williams FC - that a grant of £800 be made.
- (j) Llanelli Ramblers - that a grant of £300 be made.
- (k) Strade Ladies Bowl Club - that a grant of £500 be made.
- (l) Llanelli Visually Impaired Bowls Club - that a grant of £500 be made.
- (m) Coleg Sir Gar – Rugby Team - noted
- (n) Polish Community Group Razem - that a grant of £300 be made.
- (o) Association of Polish Journalists and Writers in Wales Dialog - that a grant of £300 be made.
- (p) Satori Ju Jitsu Academy - that a grant of £500 be made.
- (q) Llanelli and District Civic Society - that a grant of £300 be made.
- (r) CETMA - that a grant of £300 be made.
- (s) PLTRA - that a grant of £300 be made.

5. RISK ASSESSMENT REGISTER

Further Minute No. 5 of the Building and Finance Committee held on the 15th May 2023, members considered a report prepared by the Town Clerk together with a copy of the Town Council's Risk Assessment Register (copies having been previously circulated to members).

RESOLVED – that the Risk Assessment Register be noted and approved.

6. ANNUAL INVESTMENT STRATEGY

Further to Minute No. 94 of the Committee meeting held on 7th March 2023, members gave consideration to the draft Annual Investment Strategy for 2024/25.

RESOLVED – that the draft Annual Investment Strategy for 2024/2025 as prepared by the Town Clerk be approved.

7. PUBLIC FOOTPATHS

Consideration was given to the Footpath inspection reports for the end of April 2024, minute No. 75 of the Committee meeting held on 15th January 2024.

RESOLVED – that the reports be noted and forwarded to the Public Rights of Way Department at Carmarthenshire County Council for their attention.

8. PARKS PLAYING FIELDS AND COMMUNITY CENTRES

Further to minute 78 of the Committee meeting held on the 15th January 2024, members gave consideration to the Town Clerk's report that provided an update on developments with the Town Council Parks, Playing Fields and Community Centres.

1. Peoples' Park

a) MUGA

Replacement of further panels on the tarmac surface MUGA were noted to be necessary over the coming months. Prices had been sought and the previous contractor Metal Masters have suggested a price of £1,550.00 plus VAT per panel. Provision of additional prices had been sought but not received. It was noted that around 5 panels would require replacement.

b) Play Area

2 tonnes of play sand had been ordered for the play area at a cost of £548.00.

2. Nightingale Court Play Area

Woodchip had been purchased at a cost of £192.00 for 2 tonnes.

3. Clos yr Ysgol

Work was scheduled to commence on the 28th May 2024 on improvements to the Play Area at Clos yr Ysgol. The works were funded in the main by the S106 Fund administered by Carmarthenshire County Council. A prestart meeting with the approved contractor Proludic had been undertaken on the 16th April.

4. Penyfan Park

a) Cruyff Court

Further vandalism had been experienced with the floodlighting units at the Court. The possibility of placing Perspex screens in front of the unit was therefore being explored in order to prevent further damage.

b) Rugby Field

Provision of the U12 size rugby field had proved to be a popular addition to the Park with local youngsters making use of the facility and Llanelli area rugby club making use of the pitch for training.

5. Morfa Park

Progress with consideration of the possible asset transfer of additional land at Morfa Park had stalled as the Town Council continued to await information on the flood lights around the MUGA. Further information would be provided to the Town Council should this come to hand.

6. Land on other side of the river from Llanerch Field

Progress continued with the proposed Asset Transfer of this land, final information was awaited, and it was hoped to be able to complete the matter in the relatively near future.

7. Crown Park

Provision of the Community 9 x 9 football pitch had proved to be a popular addition to the park with local youngsters making use of the facility.

8. St Barnabas Community Centre

Arrangements were being put in place to close St Barnabas Community Centre from the end of May with no further hirings of the building. It was anticipated that the Centre would be handed back to the landlord from the end of June.

RESOLVED – that the report be noted, and actions taken and proposed be approved.

FURTHER RESOLVED – That officers progress the work to the Peoples' Park concrete MUGA.

9. LLANELLI WANDERERS RFC

Councillor D.LI. Darkin and L.Fenris declared an interest in this item as they have both worked with the Wanderers, and as they felt this was a prejudicial interest, they withdrew from the meeting prior to the discussion and voting thereon.

Further to Minute No. 99(3) of the committee meeting held on 18th March 2024, members gave consideration to the request received from Llanelli Wanderers RFC in relation to proposed developments at Peoples' Park.

The proposals included provision of a storage container and floodlighting improvements.

RESOLVED – that the Town Council approves the request in principle pending completion of necessary applications for approval.

10. 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.

11. COUNCIL BUILDINGS – REPAIRS AND MAINTENANCE: ANNUAL APPRAISAL OF APPROVED LIST CONTRACTORS

Councillor D.LI. Darkin declared a personal interest in this item as an owner of an Architect business he had a working relationship with each contractor and as he considered this to be a prejudicial interest, he withdrew from the meeting prior to the discussion and voting thereon.

Councillor L. Fenris also declared a personal interest in this item as she works with Councillor Darkin, as she considered this to be a prejudicial interest, Councillor Fenris withdrew from the meeting prior to the discussion and voting thereon.

Further to Minute No. 125 of the Committee meeting held on 17th April 2023 consideration was given to Consultant Architects' report regarding his annual appraisal of the Town Council's Approved Contractors List following the council's work programme during the preceding twelve months (copies of which were previously circulated to members).

Members considered a summary of the works undertaken by the relevant contractors and the total value of each contract. Contracts were appraised under three main headings, namely the percentage of works completed on time, the average standard of workmanship and the response time in each case.

RESOLVED - that the information be noted.

12. PADDLING POOLS

Councillor D.Ll. Darkin declared a personal interest in this item as an owner of an Architect business he had a working relationship with each contractor and as he considered this to be a prejudicial interest, he withdrew from the meeting prior to the discussion and voting thereon.

Councillor L. Fenris also declared a personal interest in this item as she works with Councillor Darkin, as she considered this to be a prejudicial interest, Councillor Fenris withdrew from the meeting prior to the discussion and voting thereon.

Further to Minute No. 56 of the Committee meeting held on 6th November 2023, consideration was given to the Town Clerk's report on possible provision of Paddling Pools for the 2024 Summer Period.

It was anticipated that the two Town Council managed Paddling Pools at Crown Park and Peoples' Park would be brought into operation for the school Holiday period commencing Monday 22nd July 2024.

Prior to this, it may have been necessary to re-paint each paddling pool along with limited re-pointing where felt necessary of the surrounding slabs.

The Town Council Consultant Architect's tender report was provided in relation to the possible works for member consideration. Additionally, in order to combat issues relating to glass, 24-hour security would be provided to monitor access to the Peoples' Park Paddling Pool during the painting of that facility. Further inspections would be undertaken to confirm this requirement.

Progress had not been possible with the County Council in relation to the works believed to be necessary for Parc Howard Paddling Pool, at present it was therefore not anticipated for this pool to be brought into operation this year.

Paddling Pool Attendants

Following issues that had been experienced with the staffing agency, it was proposed to seek temporary staffing coverage directly by the Town Council. These opportunities had been advertised. Each Attendant would be provided with First Aid and General Health and Safety Training together with an induction on the operation of each Paddling Pool and litter picking procedures.

A shift pattern would be put in place to staff the pools from 8am – 6pm daily with a third staff member in place to cover lunch breaks.

Arrangements would also be put in place for Town Council Park Keepers to inspect each pool and surrounds prior to bringing them into operation daily in order to guard against sharp items finding their way into the pools.

Penyfan Splash Pad

Consideration was also being given to carrying out some repointing of the slabs around the Penyfan Splash Pad, this is estimated to be 2 days of work, the Town Council Consultant Architect tender report was circulated to members for their consideration.

RESOLVED that: -

- Approval be given to the progression of the proposed actions as detailed in the report.
- Approval be given to the completion of works if felt necessary to each facility by the lowest tenderer.

13. PENYGAER PLAYING FIELDS

Councillor D.Ll. Darkin declared a personal interest in this item as an owner of an Architect business he had a working relationship with each contractor and as he considered this to be a prejudicial interest, he withdrew from the meeting prior to the discussion and voting thereon.

Councillor L. Fenris also declared a personal interest in this item as she works with Councillor Darkin, as she considered this to be a prejudicial interest, Councillor Fenris withdrew from the meeting prior to the discussion and voting thereon.

Consideration was given to the Town Clerk's report that A surface water drain running from Brynsiriol to the River Lliedi across the run off area of the Penygaer Rugby Pitch has partially collapsed (a plan was provided giving details of the drainage line). This had led to the necessity of closing the full rugby pitch for use.

The extent of the issue has been surveyed by Siddells Environmental and Davies Land Surveyors in order to obtain approval from the Town Council Insurance Company to seek tenders for the necessary works with 30 meters of drainage piping to be renewed.

Approval was received and the Consultant Architect's Tender report was provided to members for consideration with tenders provided as follows (all plus VAT):

• Lewis Construction	£9,167.30
• Hiorns Construction	£10,978.00
• Martin Taffetsauffer	£11,541.20
• Elijah Holmes	£14,550.55
• TAD Builders	£25,944.46

Approval was therefore sought to provide this information to the Town Council Insurance Company in order to obtain confirmation of the level of coverage available for these costs and for the lowest tender to be accepted to complete the works. A further report would be provided to the Committee to confirm the position.

RESOLVED that: -

- The report be noted.
- Approval be given to the provision of the Tender information to the Town Council Insurers.
- Approval be given to the completion of the works via the lowest Tenderer.

14. PENYFAN COMMUNITY FACILITY

Councillor D.Ll. Darkin declared a personal interest in this item as an owner of an Architect business he had a working relationship with each contractor and as he considered this to be a prejudicial interest, he withdrew from the meeting prior to the discussion and voting thereon.

Councillor L. Fenris also declared a personal interest in this item as she works with Councillor Darkin, as she considered this to be a prejudicial interest, Councillor Fenris withdrew from the meeting prior to the discussion and voting thereon.

Further to Minute No. 130 of the Town Council meeting held on the 3rd April 2024, members gave consideration was given to the Town Clerk's report providing an update on the Penyfan Community Facility project.

The modular building facility had been built by the contractor Wernick and was ready for delivery to Penyfan. A grant claim to Welsh Government was made at the end of March and paid in the total of £211,188.75. A further application had been made at the end of April for an additional £6,689.00 with payment awaited.

The Architects Instructions 1 and 2 to a total of £2,798.66, bringing the contract cost with Wernick to £309,127.66 was provided to members for their consideration.

The Council now awaited provision of the Grounds Investigation report from Spencer Quantum. Once received the grounds work package tender would be produced and sent to contractors for tender provision. These works being completed would then allow installation of the Modular Community Building.

The Town Council also awaited confirmation from the National Lottery in relation to its application for funding made towards the project.

RESOLVED that: -

- The report be noted.
- Approval be given to Architects Instructions 1 and 2
- Approval be given to the actions of officers.

15. SHARED PROSPERITY FUND PROJECT

Further to minute 124 (1) of the Town Council meeting held on the 3rd April 2024, consideration was given to the Town Clerk's report that provided an update to members on the UK Government Funded Sustainable Communities Fund project for Adventure Play Equipment at Crown Park, Penyfan Park and Penygaer Playing Fields along with Sensory Play equipment at Penygaer Playing Fields.

Project proposals had been provided by 4 companies and the designs had been discussed with local ward members. Additional information had been requested on the proposals, which had been sent to the contractors for confirmation.

It was anticipated that with receipt of these details, a final report for Committee consideration and approval could be provided.

RESOLVED - that the report be noted.

The Meeting concluded at 7.45 p.m.

STEBONHEATH DEVELOPMENT COMMITTEE

13th May 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 **STEBONHEATH DEVELOPMENT COMMITTEE** of LLANELLI TOWN COUNCIL was held **REMOTELY** and at THE OLD VICARAGE, TOWN HALL SQUARE, LLANELLI on Monday, 13th May 2024 at 7.45 p.m.

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

APOLOGY: Councillor J.R. Elliott, and R. James.

1. MEMBERS' DECLARATIONS OF INTEREST

No Declarations of Interest were made.

2. FINANCIAL REPORT

Consideration was given to the report prepared by the Town Clerk, giving a detailed analysis of cumulative income and expenditure for the period between 1st April 2023 and 31st March 2024, in the sums of £22,154 and £83,841 respectively (copies having been previously circulated to members).

RESOLVED – that the aforementioned report be approved.

3. HIRINGS AND PITCH FEES 2024-25

Further to Minute No. 32 of the Committee meeting held on the 3rd May 2023, consideration was given to the hiring charges for the 2024-25 season. Current and proposed schedules were circulated as follows:

Stebonheath Park

FOOTBALL PITCH

Hiring Charges 2023-24 Season

	<u>DAYLIGHT HOURS</u>	<u>UNDER FLOODLIGHTS</u>
Carmarthenshire League (Juniors Aged 16 and Under)	100.00	150.00

Carmarthenshire League (Seniors)	120.00	170.00
FAW Premier Development Leagues	120.00	170.00
FAW Adran Leagues (Ladies)	120.00	170.00
FAW Tier 2 and 3	200.00	250.00
West Wales League (Juniors Aged 16 and Under)	190.00	240.00
West Wales League (Seniors)	210.00	260.00
Welsh Schools and Colleges	200.00	250.00
International Matches	550.00	650.00

Stebonheath Park

FOOTBALL PITCH

Proposed Hiring Charges 2024-25 Season

	<u>DAYLIGHT HOURS</u>	<u>UNDER FLOODLIGHTS</u>
Carmarthenshire League (Juniors Aged 16 and Under)	110.00	160.00
Carmarthenshire League (Seniors)	130.00	180.00
FAW Premier Development Leagues	130.00	180.00
FAW Adran Leagues (Ladies)	130.00	180.00
FAW Tier 2 and 3	220.00	270.00
West Wales League (Juniors Aged 16 and Under)	200.00	250.00
West Wales League (Seniors)	220.00	270.00
Welsh Schools and Colleges	220.00	270.00
International Matches	650.00	750.00

Hirings would be in respect of the football field, changing rooms and shower facilities and floodlights when booked. The responsibility for the management of any football match at Stebonheath Park would rest with the football club and every hirer must also conform to their conditions of hire.

Any request for use of the football pitch outside these categories would have to be made in writing for consideration by the appropriate person/committee.

RESOLVED – that the proposed hiring charges for 2024-25 season be approved.

4. 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.

5. STEBONHEATH PARK PITCH RENOVATIONS

Members gave consideration to the Town Clerk's report on the Stebonheath Park Pitch renovations.

The 2023-24 Season had been an extremely busy one at Stebonheath Park, with the following games hosted at the Stadium.

Llanelli Town AFC – Men's	24
Llanelli Town AFC – Development	12
Llanelli Town AFC – Ladies	10
Cup Finals / Other	18
Total	64

It appeared very likely that for the 2024-25 Season, Evans and Williams FC would also be hosted for their games at Tier 2 of the Welsh Football pyramid (an additional 15 games).

The Town Council had avoided undertaking a full pitch renovation programme for a number of years, however the likely use by Evans and Williams would necessitate this being completed this season. Arrangements had therefore been put in place for Shapewright Services to carry out the following works from the 20th May 2024.

- Scarify of pitch
- Supply and apply 60 tonne sand
- To lay seed
- To spread fertiliser
- Sandmaster Pitch 6890m²

Of this, the additional works to be undertaken was the Sandmaster and full scarify activity in order to improve pitch drainage. The full cost was noted as £12,623.00. This would mean that the pitch would be out of use until late July at the earliest.

Members noted that the carrying out of this work was a substantial contribution to both Llanelli Town AFC and Evans and Williams FC. Officers would carefully monitor the pitch condition over the season along with the impact of the additional games.

RESOLVED - that the report be noted and approval given to the provision of the renovation programme as set out.

6. STADIUM LEASE

Further to Minute No. 22 of the Committee meeting held on the 22nd March 2024, members considered the Town Clerk's report in relation to consideration of the Stadium lease (copies having been previously circulated to members).

Officers were noted to have met with the Town Council Legal Representatives on the 10th April to seek advice on the proposal received. Consideration was now being given to the matter with a report to be provided to the Town Council as soon as possible.

RESOLVED – that the report be noted and further information be awaited.

7. STADIUM TREE INSPECTION REPORT

Further to minute 23 of the Committee meeting held on 22nd March 2024, the Town Council Consultant Architect had developed a series of suggestions for possible projects to replace the trees at the road side boundary of Stebonheath Park, these included:

- Timber Fencing
- Metal railings
- Composite fencing
- New Trees
- New hedge row

Members noted the prices previously reported for the removal of the trees as follows:

- The ARB Team £4,200.00
- Lampeter Trees Services £1,740.48
- DTS Tree Services £2,840.00

All plus VAT.

Consideration had also been given to a project for replacement of the trees with suggestions received from the Tree Consultant and Wrenvale Nurseries and Landscapes as follows:

Replanting at Stebonheath

1. ARB TEAM - There is a length of 45 metres between the car park and the road. To provide visual diversity and an evergreen screen I would recommend the planting of 6 Silver Birch (*Betula pendula*) at 7.5 metre centres and the planting of 45 Griselinia (*Griselinia littoralis*) at 1 metre centres.
2. WRENVALE NURERIES AND LANDSCAPES - I would use *Betula Jaquemontii* or Snow Queen. They have a whiter bark and are more attractive than the common *Betula pendula*. Griselinia is a good evergreen plant for sea side areas.

RESOLVED – that the option for a hedge and tree mix to replace trees proposed for removal be further developed.

8. STEBONHEATH SOCIAL CLUB

Further to Minute No. 24 of the Development Committee meeting held on the 22nd March 2024, members considered the Town Clerk's report on matters relating to the Social Club.

Rental Arrears Position

The Social Club rental arrears position was currently £6,040.00 along with the annual insurance premium of £870.55. The Tenants had suggested that a payment from FAW was awaited following the Cymru C international and once received payment would be made to the Town Council.

Roof repairs

Repairs to the roof approved at the previous Development Committee had been completed by M Hiorns Construction at a cost of £1,348.35 plus VAT. The cost was being sought to be refunded via the Building Insurance.

Drainage

Information on the collapsed drains around the Social Club building was provided to the Town Council Building Insurance Company for their consideration and confirmation given for the Town Council to proceed with seeking prices for the suggested works. Tenders had therefore been sought with a report to the Committee to follow when received.

RESOLVED that the Committee -

- Notes the report
- Approves the actions carried out

- Approves providing a final defined period for payment of the outstanding balances prior to taking forward a legal process to obtain payment of the social club tenant debts.

9. STEBONHEATH STEELWORK PROJECT

Further to Minute No. 20. Of the Committee meeting held on 22nd March 2024, members received the Architect Instruction No.1 and Interim Certificate No. 2 in relation to the project.

RESOLVED – that they both be noted and approved.

The Meeting concluded at 8.00 p.m.