

CYNGOR TREF LLANELLI



LLANELLI TOWN COUNCIL

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MINUTES

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LLANELLI TOWN COUNCIL

ANNUAL MEETING

13th May 2026

At the **ANNUAL MEETING** of **LLANELLI TOWN COUNCIL** held remotely and at The Old Vicarage, Town Hall Square, Llanelli, on Wednesday, 13th May 2026 at 6.00 p.m.

PRESENT: The Town Mayor (Councillor J.E. Jones J.P.) (Presiding) and, after his Retirement and Election of a successor, the Town Mayor, Councillor B.A.L. Roberts.

Councillors

Bigyn Ward

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

Elli Ward

N.J. Pearce
S. Williams

Glanymor Ward

S.L. Rees (Leader of the Council)

Lliedi Ward

A.R. Bragoli

Tyisha Ward

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

APOLOGY: Councillors, A.A. Carter, S.A. Curry, S. Evans, L. Fenris, S. Greaney, R. James, G. Lloyd, and A. Lochrie

1. ELECTION OF TOWN MAYOR

Prior to proceeding with the business of the Meeting, the Town Mayor (Councillor J.E. Jones J.P.) 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 S.L. Rees (Leader of the Council), and

Seconded by Councillor M.D. Cranham, it was

UNANIMOUSLY RESOLVED - that Councillor B.A.L. Roberts be hereby elected, Town Mayor to hold office for the ensuing year.

2. TOWN MAYOR'S ACCEPTANCE AND ACKNOWLEDGEMENT

The Town Mayor (Councillor B.A.L. Roberts) thereupon made her Declaration of Acceptance of Office, thanked Members of the Council for the honour conferred upon her, and then took the Chair.

3. APPOINTMENT OF DEPUTY TOWN MAYOR

Upon the;

Proposition of Councillor S. Williams and

Seconded by Councillor A.C. Williams, it was

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

Councillor Davies expressed his thanks for his appointment.

4. VOTE OF THANKS TO THE IMMEDIATE PAST TOWN MAYOR

The Town Mayor (Councillor B.A.L. Roberts) on behalf of the Town Council expressed her appreciation for the services rendered by the Immediate Past Town Mayor (Councillor J.E. Jones J.P.) and to his predecessor in the role during the 2025-26 Civic Year (Councillor A.R. Bragoli).

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

5. PRESENTATION

The Town Mayor (Councillor B.A.L. Roberts) presented Councillor A.R. Bragoli 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 Thursday, 14th May 2026 at The Old Vicarage, Town Hall Square, Llanelli.

The Meeting concluded at 6.30 p.m.

LLANELLI TOWN COUNCIL

ORDINARY MEETING

14th May 2026

At the **ADJOURNED ANNUAL MEETING** of **LLANELLI TOWN COUNCIL** held remotely and at The Old Vicarage, Town Hall Square, Llanelli on Thursday 14th May 2026 at 6.00 p.m.

PRESENT: Councillor B.A.L. Roberts (Town Mayor) (Presiding)

Councillors

Bigyn Ward

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

Elli Ward

N.J. Pearce
S. Williams

Glanymor Ward

A.A. Carter
J.E. Jones, J.P.
S.L. Rees (Leader of
the Council)

Lliedi Ward

A.R. Bragoli
A. Lochrie

Tyisha Ward

T. Davies (Deputy Town Mayor)
A.S.J. McPherson
J.G. Prosser

APOLOGIES: Councillors S.A. Curry, S. Evans, L. Fenris, S. Greaney, R. James, and G.R. Lloyd.

7. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

8. PUBLIC PARTICIPATION

The Town Mayor (Councillor B.A.L. Roberts) 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 12th May 2025, the Town Mayor presented the Town Mayor's Cadet 2026 badge and certificate to Cadet Maisie Hill from the Llanelli Army Cadets.

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

10. 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	1 st April 2026	271 - 274
Planning, Licensing and Consultation Committee	13 th April 2026	275 - 276
Building and Finance Committee	13 th April 2026	277 – 279
Establishment Committee	13 th April 2026	280 - 281

11. APPOINTMENT OF STANDING COMMITTEES, COMMITTEES AND JOINT COMMITTEES 2026-27

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

Planning, Licensing and Consultation Committee: (12 Members)

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

Stebonheath Development Committee: (12 Members)

Councillors: A.R. Bragoli, M.D. Cranham, J.P., D.Ll Darkin, T. Davies (Deputy Town Mayor), L. Fenris, S. Greaney, G.R. Lloyd, J.E. Jones, J.P., 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, L. Fenris, R. James, J.E. Jones, J.P., 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 (Deputy Town Mayor), S. Evans, N.J. Pearce, B.A.L. Roberts (Town Mayor), A.C. Williams, S. Williams.

Town Twinning Committee: (10 Members)

Councillors: A.R. Bragoli, M.D. Cranham, J.P. D.Ll Darkin, S. Evans, L. Fenris, J.E. Jones, J.P., 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 (Deputy Town Mayor), S. Evans, L. Fenris, A.S.J. McPherson, S.L. Rees (Leader of the Council), B.A.L. Roberts (Town Mayor), 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., 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 (Deputy Town Mayor), S. Evans, S. Greaney J.E. Jones J.P, A.S.J. McPherson, N.J. Pearce, B.A.L. Roberts (Town Mayor), P.T. Warlow, A.C. Williams, S. Williams.

Llanelli Town Council Working Group: (6 Members)

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

Leases and Contracts Working Group

Councillors: T. Davies (Deputy Town Mayor), L. Fenris, S.L. Rees (Leader of the Council), A.C. Williams, S. Williams.

Llanelli Joint Burial Advisory Committee: (5 Members)

Councillors: S. Evans, S. Greaney, J.E. Jones, J.P., 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).

12. 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 N.J. Pearce

Vice-Chair: Councillor S. Evans

Building and Finance Committee

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

Vice-Chair: Councillor T. Davies (Deputy Town Mayor)

Stebonheath Development Committee

Chair: Councillor A.R. Bragoli

Vice-Chair: Councillor Lillith Fenris

Selwyn Samuel Centre Committee

Chair: Councillor S. Evans

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

Llanelly House Committee

Chair: Councillor S. Williams

Vice-Chair: Councillor B.A.L. Roberts (Town Mayor)

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.

Llanelli Town Working Group

Chair: Councillor T. Davies (Deputy Town Mayor)

Vice-Chair: Councillor A.A. Carter

Well-Being of Future Generation Working Group

Chair: Councillor S. Williams

Vice-Chair: Councillor S. Evans

Llanelli Joint Burial Advisory Committee

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

Vice-Chair: To be nominated by LRC

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)

13. 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 J.E. Jones J.P.
(4) Ysgol Maes y Morfa:	Councillor A.A. Carter
(5) Stebonheath C.P. School:	Councillor A.C. Williams
(6) Ysgol Gymraeg Dewi Sant:	Councillor J.E. Jones J.P.
(7) Pentip Voluntary School:	Councillor N.J. Pearce
(8) Penygaer C.P. School:	Councillor P.T. Warlow

Carmarthenshire Homeless Forum

Councillor A. Lochrie

Discarded Needles Working Group

Councillors S.A. Curry, T. Davies (Deputy Town Mayor), B.A.L. Roberts (Town Mayor)

Friends of Llanelli Museum

Councillor J. R. Williams

Heart of Wales Line Travellers Association

Councillor J.E. Jones, J.P.

Llanelli Town Centre Task Force

Councillor S. Williams and Town Clerk

Llanelli and District Civic Society

Councillor J.E. Jones, J.P.

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

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.

One Voice Wales

Area Committee – Councillor M.D. Cranham J.P.

Larger Councils Committee - Councillor S.L. Rees (Leader of the Council)

Parc Howard Association

Councillors A.R. Bragoli, S. Evans, S. Greaney, A. Lochrie and J.R. Williams

PLTRA

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

St. Paul's Family Centre

Councillors S. Evans 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, P.T. Warlow, J.R. Williams

Tyisha Building Preservation Community Interest Company

Councillors A.S.J. McPherson and S. Williams.

Ymlaen Llanelli Ltd.

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

14. GENERAL POWER OF COMPETENCE

Further to minute 14 of the Adjourned Annual Meeting held on the 12th May 2025, consideration was given to the Town Clerk's report that 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 will 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 will 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.

It was noted that, Llanelli Town Council continued to meet each of the three conditions set out in the act.

RESOLVED – that the report be noted and the Town Council agree 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.

15. DEMOCRACY AND BOUNDARY COMMISSION CYMRU ANNUAL REMUNERATION REPORT FOR 2026-27

Further to Minute No. 23 (4) of the Planning, Licensing and Consultation Committee meeting held on the 6th October 2025, consideration was given to the Town Clerk's report, which provided details of the Democracy and Boundary Commission Cymru Annual remuneration report for 2026-27.

The report gave details of the member's expenses that had been determined by the Commission for 2026-27.

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 June of each year unless a member confirm to the Town Clerk in writing that they did 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 June of each year unless a member confirm to the Town Clerk in writing that they did 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 June of each year unless the member holding the appointed role confirmed to the Town Clerk in writing that they did 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. Councillor S.L. Rees (Leader of the Council) made clear that he would be declining the payment.

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 will 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 will be made.

All members of the Council will 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).

It was therefore for the Town Council to consider whether to implement this determination and if so to allocate a possible attendance allowance against approved duties that would be included in a scheme.

RESOLVED – That the item be noted and an attendance allowance not be approved.

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 was approved, it would be paid at the end of June of each year unless the Town Mayor confirms to the Town Clerk in writing that they did not wish to claim all, or part of it.

RESOLVED – That the item be noted and a Civic Head payment not 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 was approved, it would be paid at the end of June of each year unless the Deputy Town Mayor confirms to the Town Clerk in writing that they did not wish to claim all, or part of it.

RESOLVED – That the item be noted and a Deputy Civic Head payment not be approved.

Table 5: Extra costs payment (per group) for all members of CTCs

Type of payment	Group 1	Group 2 and 3	Group 4 and 5
Extra costs payment	Mandatory £156 for all members	Mandatory £156 for all members	Mandatory £156 for all members
Senior role	Mandatory £500 for 1 member; optional for up to 7	Mandatory £500 for 1 member; optional up to 5	Optional up to 3 members
Mayor or chair	Optional up to a maximum of £1,500	Optional up to a maximum of £1,500	Optional up to a maximum of £1,500
Deputy mayor or chair	Optional up to a maximum of £500	Optional up to a maximum of £500	Optional up to a maximum of £500
Attendance allowance	Optional up to a maximum of £30	Optional up to a maximum of £30	Optional up to a maximum of £30
Financial loss	Optional	Optional	Optional
Travel and subsistence	Optional	Optional	Optional
Costs of care or personal assistance	Mandatory	Mandatory	Mandatory
Office consumables	Mandatory £52 or full reimbursement for all members	Mandatory £52 or full reimbursement for all members	Mandatory £52 or full reimbursement for all members

Table 6: CTC groups by electorate

Group	Electorate
1	over 14,000
2	10,000 to 13,999
3	5,000 to 9,999
4	1,000 to 4,999
5	below 1,000

If the annual income or expenditure of a community or town council permanently exceeds £200,000, they will be moved to the next largest group.

16. COMMUNITY DEVELOPMENT AND ACTIVITY

Further to Minute No. 118 of the Town Council meeting of 1st April 2026, consideration was given to the Principal Officer and the Sports Youth and Activity Officer's report (copies having been previously circulated to members). The report dealt with the following:

(1) Community Activities

Healing the Divide –

- **“More in Common” Partnership** - The Inclusive “More in Common” Partnership in Llanelli was noted to build on earlier training delivered in the year in collaboration with Healing the Divide, aiming to strengthen community understanding and connection. The initiative brought together local partners to foster inclusion, resilience, and dialogue across diverse groups in the town. With a planned launch on 20th June in Llanelli Town Centre, the project marked an important step toward creating a more united community. The partnership was working closely with the Jo Cox Foundation, with values of bringing people together and celebrating common ground. Further information would follow.

- **Democratic Community Activity** - Officers of Llanelli Town Council continued to engage community groups, including Llanelli Multicultural Network, Hearts & Crafts and People Speak Up in relation to the changes to the electoral process for the forthcoming Senedd election. These discussions had been very productive and had focused on raising awareness and promoting understanding of arrangements for the Senedd election.
- **Junior Young Traders 2026** – On the 14th May, thirteen local Llanelli-based schools would take part in an initiative at Llanelli Town Market, where pupils would host stalls to buy, sell, and experience what it was like to operate within a live market environment. This activity would provide valuable enterprise and practical learning opportunities. Participating schools would be permitted to retain all profits generated, as well as any remaining products. The project supported both educational development and school-based initiatives.
- **Stebonheath Week** - At Stebonheath Stadium, a series of community-focused events would be delivered during the week commencing 11th May, including a disability football event and a Scarlets tag rugby session. These activities aimed to promote inclusion, participation, and physical activity across all abilities. The programme was expected to engage over 350 players over the week.

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
- SCAG
- Pentre Awel
- Active
- Hywel Dda Health Board
- 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
- Hearts and Crafts
- Democracy Group Cymru

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

17. ONE VOICE WALES – CIVILITY AND RESPECT PLEDGE

Further to minute No. 81.16 of the Town Council meeting held on 3rd December 2025, consideration was given to the email received from One Voice Wales promoting the Civility and Respect Pledge. The Civility and Respect Pledge was noted to set out a number of important commitments designed to create an environment conducive to effective working avoiding many of the issues that can adversely impact on the general performance of councils.

Following further consideration of the matter is was:

RESOLVED - That the Town Council adopt the Pledge with the Town Mayor signing the document on behalf of the Council.

18. 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 – E-bulletin.
- (2) One Voice Wales – Minutes of the Larger Councils Committee held on the 11th February 2026.
- (3) One Voice Wales – Y Llais Newsletter.
- (4) Co-operative Councils Innovation Network – April Newsletter.
- (5) Tyisha Building Preservation CIC – Draft minutes of the meeting held on the 26th March 2026.
- (6) Llanelli Good Shed – Newsletter.
- (7) PLTRA – Minutes of the meeting held on the 3rd March 2026.
- (8) Ymlaen Llanelli – Minutes of the Ymlaen Llanelli Board meeting held on the 27th January 2026.
- (9) Pentip Primary School - Statutory notice regarding the proposal to change the age range of Pentip Voluntary Aided (Church in Wales) Primary School from 4–11 to 3–11. Minute. No. 54 (1) of the Planning, Licensing and Consultation Committee held on the 13th April 2026 refers.

19. 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.

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

Further to Minute No. 49 of the Planning, Licensing and Consultation Committee Meeting held on the 9th March 2026, consideration was given to the Town Clerk's report.

The report provided detail of the further contact received and meetings held with the proposed developer in relation to a S106 contribution that could be made towards Parks and Green Spaces, should the application made be approved. Correspondence had been received providing an updated 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.

Following further consideration of the matter it was:

RESOLVED – the Town Clerk to write to the proposed developer and the Planning Authority to note that the Town Council continued to believe that the proposed contribution was not proportionate to the scale of the proposed development, the likely impact of the development on residents and the likely disruption to be caused by the construction phase. The Council did not therefore approve the proposal.

The Meeting concluded at 6.26 p.m

LLANELLY HOUSE COMMITTEE

18th May 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, 18th May 2026 at 5.45 p.m.

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

APOLOGIES: Councillors, S.A. Curry

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 9th February 2026, consideration was given to a request for financial support towards the cost of repairs to the House undertaken during the 2025-26 year and for ongoing financial support in the 2026-27 year to be set at £55,000 for the year.

Members noted that a site visit had been undertaken to Llanelly House to consider the works undertaken as part of the emergency repairs that had been required to ceilings within the House.

Following consideration of the matters arising from the report.

RESOLVED – that the Committee confirms its contribution of £55,000 for the 2026-27 year and therefore declines any further contribution towards the repair costs undertaken. The Council would look to work with the Trust to seek grant funding to support the further maintenance and development of the House,

The Meeting concluded at 5.49 pm

TOWN TWINNING COMMITTEE

18th May 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 Meeting of the **TOWN TWINNING COMMITTEE** of LLANELLI TOWN COUNCIL was held **REMOTELY** and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 18th May 2026 at 5.50 p.m.

PRESENT: Councillors A.C. Williams (Chair), A.R. Bragoli (Vice-Chair), M.D. Cranham J.P., D.LI. Darkin, S. Evans, J.E. Jones J.P., and S. Williams.

APOLOGY: Councillor L. Fenris, G.R. Lloyd and A. Lochrie.

1. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

2. LLANELLI RAMBLERS

Consideration was given to the application for financial assistance from Llanelli Ramblers. It was noted that 22 members would be visiting Agen for an exchange in September 2026.

Following consideration of the matter it was:

RESOLVED – that the application met category (iii) of the Town Council Twinning Financial Assistance – Grant Policy, meaning that a contribution of £750 be made.

3. PLANNED TWINNING ACTIVITY FOR 2026-27

Further to Minute No. 9 of the Committee Meeting held on the 23rd April 2025, consideration was given to the Principal Officer's report which provided an update on activities and updates relating to the Twinning Link with Agen.

Agen Mayoral Election

The municipal (local) elections, including in the city of Agen had recently been held in France. These elections took place in two rounds in March and were used to choose Mayors and local councils across the country. In Agen, the election resulted in a change of leadership. The previous mayor, Jean Dionis du Séjour, was defeated and Laurent Bruneau became the new Mayor. The Llanelli Town Mayor and Town Council Leader have written to the new Mayor to welcome him into his new position and to the immediate previous Mayor to thank him for his commitment to the Twinning Link and friendship to Llanelli over his period in the role.

Twin Cities Rugby Challenge - Agen Rugby Exchange June 2026

The Twin Cities Rugby Challenge - Agen Rugby Exchange was noted to be an exciting initiative that began in June 2025, aimed at promoting youth schoolboy rugby and strengthening ties between communities. The inaugural exchange in Agen, saw Llanelli winning, setting a strong foundation for future competitions. The programme was to continue with a reciprocal visit planned for June 2026, where the next match would be held at Ffwrnes Rugby Club on Saturday, 20th June. Ahead of the game, a Mayoral reception would take place on Friday, 19th June, highlighting the cultural and community significance of this growing rugby partnership.

The Agen group of 31 would be flying into Bristol on the morning of Friday the 19th June. With the support of the Scarlets a stadium tour had been arranged on the afternoon of the 19th June and the use of the training barn at Parc Scarlets had been confirmed for both teams to train on the Friday evening. They would be staying in Y Doc (bunk accommodation) at North Dock and will return to Agen on the evening of the 21st June.

Funding for the visit had proven challenging. The Llanelli and District Twinning Association had been working hard to support the exchange, launching a sponsorship pack to attract financial backing from businesses and the wider community. They also held a successful fundraiser in March, with a further Curry Evening event planned for the 11th June at the Sultan Restaurant.

Confirmed Visits to Agen 2026

- **Llanelli Arts Society** - 22 members of the Arts Society visited Agen in May 2026. The visit of 5 days with a Mayoral Reception planned along with a workshop at the local college with art students. The visit established links between the Agen Arts Society (which they were looking to establish) and Llanelli Arts Society.
- **Llanelli Ramblers** - Llanelli Ramblers were visiting Agen in September 2026. The two groups had a long-standing friendship and visit every other year.
- **Ysgol Y Stradey Choir** – Meetings and arrangements were being supported for Ysgol Y Stradey Choir to attend in October 2026. The visit would see the children learning about the history and heritage of twinning and Agen. Two choir concerts were being arranged at the cathedral in Agen. Further information would follow.

RESOLVED – that the report be noted and Llanelli Town Council to contribute £500.00 towards the cost of the Twin Cities Rugby Challenge project.

The Meeting concluded at 5.53 p.m.

PLANNING, LICENSING AND CONSULTATION COMMITTEE

18th May 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, 18th May 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 (Vice-Chair), J.E. Jones J.P., A. Lochrie, A.S.J. McPherson, N.J. Pearce (Chair), J.G. Prosser, S.L Rees (Leader of the Council) and A.C. Williams.

APOLOGIES: Councillor J.R. Williams.

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/10752 Verge at A484, Nr Andrew Street., Llanelli, SA15 3AJ	Construction and operation of micro energy storage project	That the Town Clerk should invite the proposed developer to provide a presentation to the Committee on the application. Consideration of the merits of the application would be deferred pending this presentation.

PL/10342 8 Coldstream Street, Llanelli, SA15 3BH PL/10767 40 Murray Street, Llanelli, SA15 1DJ	Conversion of single dwelling into two self-contained flats Proposed HMO and proposed change of the use of the public house from an A3 use	No Objections That the following objections be raised: • Contravenes Policy GP1 part (d) that no proposals will be permitted that will have a significant impact on the amenity of adjacent land uses; properties, residents or the community; • Contravenes Policy GP1 part (h) that proposals will not be permitted that do not provide for an appropriate access or give rise to parking or highway safety concerns on the site or within the locality; • Contravenes Policy H3 part (a) that applications will not be permitted if they result in the over intensification of property use; • Local members feel that there is an urgent need for regeneration in this area and that this proposal providing for the development of a C4 class HMO property would have a detrimental effect on the area.
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PL/10844 Verge at North Avenue, Llanelli Workshops, Trostre Industrial Park, Llanelli	Construction and operation of micro energy storage project	That the Town Clerk should invite the proposed developer to provide a presentation to the Committee on the application. Consideration of the merits of the application would be deferred pending this presentation.
PL/10845 Verge at Lower Trostre Road, Llanelli	The construction and operation of a micro battery storage project	That the Town Clerk should invite the proposed developer to provide a presentation to the Committee on the application. Consideration of the merits of the application would be deferred pending this presentation.

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

(1) All in One Takeaway, 34 Murray Street, Llanelli SA15 1DJ

The Town Clerk reported the receipt of an application to review a premises license in respect of All in One Takeaway, 34 Murray Street, Llanelli, SA15 1DJ (copies having been previously circulated to members).

RESOLVED – that the information be noted.

(2) Moth Coffi, Unit 7a, Eastgate, Stepney Place, Llanelli, SA15 3YF

The Town Clerk reported the receipt of a Notification of License Application in respect of Moth Coffi, Unit 7a, Eastgate, Stepney Place, Llanelli, SA15 3YF (copies having been previously circulated to members).

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

4. CONSULTATION

(1) Carmarthenshire County Council

Consideration was given to the consultation received from Carmarthenshire County Council on proposed vertical measures, Marine Street, Llanelli.

RESOLVED – that the consultation be noted. The importance of robust consultation with the local Community, especially those living on Marine Street being carried out prior to a decision being taken was also firmly noted by members

(2) Carmarthenshire County Council

Consideration was given to the consultation received from Carmarthenshire County Council on proposals to introduce a 24-hour Clearway restriction along the B4304 Coastal Link Road and also along Pentre Nicklaus Avenue/Cocklepickers Way towards Pentre Nicklaus Village.

RESOLVED – that the consultation be noted.

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 – Notification of appeal decision relating to the appeal against refusal of Planning Permission for a two storey side extension at 47 Nightingale Court, Llanelli, SA15 1HU. Minute No. 50.2 of the Committee Meeting held on the 9th March 2026 refers.
- (2) Carmarthenshire County Council – Notification of road closures for the British Super Series Triathlon and Paratriathlon Series on Saturday 9th May 2026.
- (3) Carmarthenshire County Council – Notification of the temporary suspending of limited waiting bays on Old Castle Road, Llanelli on the 30th April 2026 for a period of 1 day.
- (4) Carmarthenshire County Council – Confirmation that Experimental Order ('The County of Carmarthenshire (Llanelli) (Experimental Waiting Restriction and Street Parking Places) Consolidation (Variation Number 43) Order 2024'), would be made permanent on the 1st May 2026.
- (5) Carmarthenshire County Council – Notification of the emergency road closure Maeswerdd, Llanelli, SA15 3NT from Wednesday 6th May 2026 to Friday 8th May 2026.
- (6) Carmarthenshire County Council – Notification on the implementation of an order for the Prohibition of parking except for disabled badge holders (Llanelli).
- (7) Hywel Dda University Health Board - Health Board launches refreshed long-term strategy.

(copies having been circulated previously by email)

The Meeting concluded at 6.07p.m

BUILDING AND FINANCE COMMITTEE

18th May 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, 18th May 2026 at 6.21 p.m.

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

APOLOGIES: S.A. Curry, S. Greaney, and G.R. Lloyd.

1. MEMBERS' DECLARATION OF INTEREST

Declarations of interest were made on Agenda Item 4.(1 as noted below).

2. FINANCIAL REPORT

(1) BUDGET REVIEW

RESOLVED – that the Income and Expenditure report for the period 1st April 2026 – 30th April 2026, in the sums of £541,205 and £155,030 respectively, be approved.

(2) ACCOUNTS FOR PAYMENT

RESOLVED - that the payment schedule showing Direct Debit Nos. 001 – 050 (inclusive) in the sum of £42,682.48, BACS Nos 001 - 014 in the sum of £23,721.77 and Electronic Payments Nos 001 - 037 in the sum of £147,744.13 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 2026 (copies having been previously circulated to members).

RESOLVED – that the information be noted.

4. APPLICATIONS FOR FINANCIAL ASSISTANCE

(1) GRANT APPLICATIONS

Councillor S.L. Rees (Leader of the Council) declared an interest in Application C, as he had recently visited the applicant and provided advice in relation to a possible grant application. As he saw this as a prejudicial interest he withdrew from the meeting prior to discussion and voting thereon.

Councillor B.A.L. Roberts (Town Mayor) declared an interest in Application C, as she has a personal relationship with the applicant. As she saw this as a prejudicial interest she withdrew from the meeting prior to discussion and voting thereon.

Councillor B.A.L. Roberts (Town Mayor) declared an interest in Application G, as she has a personal relationship with the applicant.

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

- a) **Llanelli Visually Impaired Bowls Club**; that a grant of £500 be made;
- b) **Llangollen International Musical Eisteddfod**; that the application be noted;
- c) **Satori JiuJitsu**; that a grant of £800 be made;
- d) **Wanderers Bowls Club**; that a grant of £500 be made;
- e) **Llanelli Men's Sheds**; that a grant of £500 be made;
- f) **Llanelli Twinning Association**; that a grant of £500 be made;
- g) **Llanelli Autistic Mams Association (LLAMA)**; that a grant of £300 be made;
- h) **Seaside AFC**; that a grant of £800 be made;
- i) **Crown Park Association**; that a grant of £300 be made;
- j) **Havelock Park Bowls Club**; that a grant of £500 be made;
- k) **Crusaders Bowls Club**. that a grant of £500 be made.

5. RISK ASSESSMENT REGISTER

Further to Minute No. 4 of the Committee meeting on 12th May 2025, 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. 5 of the Committee meeting held on 12th May 2025, members gave consideration to the draft Annual Investment Strategy for 2026/27.

RESOLVED – that the draft Annual Investment Strategy for 2026/2027 as prepared by the Town Clerk be approved.

7. 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.

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

Further to Minute No. 8 of the Committee meeting held on 13th April 2025 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.

9. HYGIENE BINS

Further to Minute No. 18 of the Committee Meeting held on the 16th June 2025. Consideration was given to the Town Clerk's report noting that quotations had been sought for the contract to provide hygiene waste bins in Town Council facilities. Costings had been received as follows:

Site	Number	Cathedral Hygiene	Initial Rentokil	PHS	Natural UK
Old Vicarage	2		£44.98	£40.04	£260.00
Stebonheath Park	2		£44.98	£40.04	£260.00
Selwyn Samuel Centre	14		£361.01	£392.86	£1,846.00
Glenalla Community Centre	2		£44.98	£40.04	£260.00
Lakefield Community Centre	1		£22.49	£20.02	£130.00
Llanerch Community Centre	1		£22.49	£20.02	£130.00

Paddock Street Community Centre	1		£22.49	£20.02	£130.00
Wesleyan Community Centre	1		£22.49	£20.02	£130.00
Bigyn Community Centre	1		£22.49	£20.02	£130.00
Penygaer Community Centre	2		£44.98	£40.04	£130.00
		£2,262.00	£653.38	£653.12	£3,406.00

The current contractor was Cathedral Hygiene.

RESOLVED - That the lowest tender PHS be accepted for a 3-year contract.

10. TOWN COUNCIL INSURANCE ARRANGEMENTS

Further to minute 21 of the Building and Finance Committee held on the 20th June 2022, consideration was given to the Town Clerk's report that noted that with 2026-27 representing the final year of the current 5 year insurance agreement with Zurich Insurance (2026-27 cost - £29,084.26), it was proposed to undertake a revaluation of Town Council building assets to ensure that appropriate sums are included for reinstatement values when conducting the re-tendering exercise during the current financial year.

Quotations had been sought as follows:

- Lambert Smith Hampton £6,700.00
- Cooke and Arkwright £16,000.00
- Mallard Properties £3,500.00

Following consideration of the matter arising, it was:

RESOLVED – that the report be noted and the lowest tender be accepted with a further report to follow for the Building and Finance Committee on the valuations received and any impact on the Town Council Insurance premium.

11. PADDLING POOLS 2026 SEASON

Further to minute 54 of the Committee meeting held on the 15th October 2025, consideration was given to the Town Clerk's report which provided an update on possible provision of Paddling Pools for the 2026 Summer Period.

It was anticipated that the three Town Council managed Paddling Pools at Crown Park and Peoples' Park along with the pool at Parc Howard would be brought into operation for the School Holiday period commencing Monday 20th July 2026.

Prior to this, it was proposed to re-paint each paddling pool along with limited re-pointing where necessary of the surrounding slabs. The Town Council Consultant Architect tender reports in relation to Peoples' Park and Parc Howard detailed the following tenders:

Parc Howard

- TAD Builders Ltd - £7,590.88 plus VAT
- Martin Taffetsauffer - £9,749.71 plus VAT
- Eliijah Homes Ltd - £13,609.55 plus VAT
- Lewis Construction Ltd - Unable to Tender
- RNF Group - No Tender Returned

Peoples' Park

- Vaughan Construction Ltd - £14,897.95 plus VAT
- Martin Taffetsauffer - £15,190.78 plus VAT
- Elijah Homes Ltd - £19,702.90 plus VAT
- Lewis Construction Ltd - Unable to Tender
- RNF Group - No Tender Returned

It was proposed for the joint Ground Maintenance Team to carry out painting at Crown Park.

Additionally, in order to combat issues relating to glass, 24 hour security will be provided to monitor access to the Peoples' Park Paddling Pool during the painting of that facility.

Paddling Pool Attendants

The Town Council would again directly employ temporary staffing coverage. 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. The Sports Youth and Activity Officer will manage the facility provision on a day to day basis.

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

Following further consideration it was

RESOLVED - that the Committee:

- Approves progression of the proposed actions as detailed in the report.
- Approves completion of works to each facility by the lowest tenderer. The works at Parc Howard to be approved in principal while confirmation was awaited from the County Council in relation to their contribution towards the works proposed.

12. ANNUAL FIRE RISK ASSESSMENTS

Further to Minute No. 32 of the Committee Meeting held on the 14th July 2025. Consideration was given to the Town Clerk's report that noted that under the Regulatory Reform (Fire Safety) Order 2005 and Section 156 of the Building Safety Act 2022, the Town Council undertook annual Fire Risk Assessments on all its properties. In 2025-26 with the incumbent Town Council Health and Safety Consultant not being available to undertake these visits, quotations were sought and Coregenic was approved for the role and provided reports of a high standard.

Premises	Coregenic
Old Vicarage	£335.00
Stebonheath Park	£335.00
Selwyn Samuel Centre	£335.00
Bigyn Community Centre	£335.00
Glenalla Community Centre	£335.00
Lakefield Community Centre	£335.00
Llanerch Community Centre	£335.00
Paddock Street Community Centre	£335.00
Penymorfa Community Centre	£335.00
Wesleyan Community Centre	£335.00
Crown Park	£335.00
Havelock Park	£335.00
Peoples Park Changing Rooms	£335.00
Parc y Dre Pavillion	£335.00

Penyfan Changing Rooms	£335.00
Penygaer Changing Rooms and Community Centre	£335.00
Total	£5,360.00

Contact had been received from a company called Worknest, who wished to provide a quotation for the service. Their costs were as follows:

1 Year Term	3 Year Term (per annum)	5 Year Term (per annum)
£7,700	£4,125	£4,675

Following further consideration it was:

RESOLVED – that the report is noted and Coregenic be retained for a further year.

The Meeting concluded at 6.39pm

ESTABLISHMENT COMMITTEE

18th May 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 Meeting of the **ESTABLISHMENT COMMITTEE** of LLANELLI TOWN COUNCIL was held **REMOTELY** and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 18th May 2026 at 6.40 p.m.

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

APOLOGY: Councillor L. Fenris.

1. MEMBERS' DECLARATIONS OF INTEREST

A Declaration of Interest was made under item 3 as noted below.

2. 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.

3. TOWN COUNCIL STAFFING ARRANGEMENTS

Councillor D. Ll. Darkin declared an interest in relation to the Paddling Pool Attendants agenda item as a relative of his may make an application for the roles advertised. As he saw this as a prejudicial interest, he withdrew from the meeting and voting thereon.

Further to Minute No. 12 of the Establishment Committee meeting held on the 13th April 2026, consideration was given to the Town Clerk's report providing an update on the Town Council staffing arrangements for Committee approval.

1. Administrative Officer

The Town Council Administrative Officer had requested, under section 15 of the Town Council Employee Handbook, for consideration to be given to her for permission of a 1 year sabbatical period to enable her to undertake a period of travel. This period was proposed to commence in September 2026.

The request was therefore brought to the Establishment Committee for consideration with a recommendation for approval.

Should this be approved it was proposed that the Town Council advertise for a temporary 1 year contract for an Administrative Member of staff (scale points 7-12) to start in late August / early September to enable a full handover to be undertaken. This would be in addition to the already appointed part time temporary Administrative Assistant currently covering for the Administrative and Finance Officer's Maternity Period.

2. Paddling Pool Attendants

The Town Council would again directly employ temporary staffing coverage. 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. The Sports Youth and Activity Officer would manage the facility provision on a day to day basis.

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

Following consideration of the matters arising it was:

RESOLVED – That the Committee notes the report and approves the actions undertaken and proposed.

4. TOWN COUNCIL TRAINING PLAN

Further to Minute No. 4 of the Committee meeting held on the 15th July 2024, consideration was given to the draft Town Council draft Training Plan 2026-2028.

Following further discussion on the matter, it was:

RESOLVED – That the draft Training Plan for the period from 2026 – 2028 be approved and adopted.

The Meeting concluded at 6.45 p.m.