

CYNGOR TREF LLANELLI



LLANELLI TOWN COUNCIL

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MINUTES

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LLANELLI JOINT BURIAL ADVISORY COMMITTEE

Minute Nos. 1 - 9

At the **Annual Meeting** of the **Llanelli Joint Burial Advisory Committee** held at Vauxhall Buildings, Vauxhall, Llanelli, and via remote attendance on Wednesday, 12 June 2024 at 4:00 p.m.

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

Cllrs.

M. Donoghue

J. S. Phillips

T.

Evans

N.

B. A. L. Roberts

S.

N. Lewis

J. Williams

Together with Mr A. Davies (Town Clerk)

1. APPOINTMENT OF CHAIRMAN

Members proceeded to appoint a Chairman for the ensuing year and it was

RESOLVED that Cllr. D. L. Darkin be appointed Chairman.

2. APPOINTMENT OF VICE CHAIRMAN

Members proceeded to appoint a Vice Chairman for the ensuing year and it was

RESOLVED that Cllr. A. J. Rogers be appointed Vice-Chairman.

3. APOLOGIES FOR ABSENCE

An apology for absence was received from Cllr. D. L. Darkin.

4. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

5. MINUTES

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

Special Meeting - 24 January 2024

6. INCOME AND EXPENDITURE REPORT

RECOMMENDED that the income and expenditure report up to 31 March 2024 be noted.

7. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960

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

8. REMEMBRANCE GARDENS 3 AND 4 – BENCHES AND PLANTERS

Members considered the Deputy Clerk's verbal report regarding the placing of memorial plaques on benches and planters in gardens 3 and 4.

RESOLVED that the initial report be approved and a formal policy and costs be presented to the next meeting for members' consideration.

9. EXCLUSIVE RIGHTS OF BURIAL REFUND POLICY

Members considered the Secretary's verbal report regarding the introduction of a refund policy following a complaint from a member of the public. Details of the complaint had been previously circulated with the agenda. After a lengthy discussion it was

RESOLVED that:

1. A refund policy for surrendering the Exclusive Rights of Burial for unused full interment plots and cremated remains plots shall be enacted forthwith.
2. Refund requests shall only be considered within the first six months of the date of the Exclusive Rights being purchased.
3. An administration fee of £65.00 shall be charged and deducted from the purchase price of the Exclusive Rights, thereby leaving a net balance from the purchase price to be refunded.
4. The administration fee shall be included in the cemetery fees and charges and shall be subject to general review alongside other fees and charges taking into account annual rates of inflation.
5. The cemetery rules and regulations shall be amended to incorporate the refund policy.
6. In view of the circumstances leading to the creation of the policy, and as a gesture of goodwill; the particular complaint received seeking a refund for the surrender of the Exclusive Rights for the unused garden of remembrance plot shall be upheld but on the condition that the administration fee of £65.00 shall be deducted from the purchase price of £202.00; leaving a net amount of £137.00 to be refunded.

.....
The meeting concluded at 4.20pm
.....

LLANELLI TOWN COUNCIL

ORDINARY MEETING

4th September 2024

At the **ORDINARY MEETING** of **LLANELLI TOWN COUNCIL** held remotely and at The Old Vicarage, Town Hall Square, Llanelli on Wednesday, 4th September 2024 at 6.00 p.m.

PRESENT: Councillor S. Greaney (Deputy Town Mayor) (Presiding)

Councillors

Bigyn Ward

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

Elli Ward

N.J. Pearce
S. Williams

Glanymor Ward

A.A. Carter
J.E. Jones, J.P.
S.L. Rees
B.A.L. Roberts

Lliedi Ward

A.R. Bragoli
A. Lochrie

Tyisha Ward

T. Davies
A.S.J. McPherson

APOLOGIES: Councillors S. Evans, L. Fenris, R. James, J.G. Prosser, and S.A. Curry.

49. MEMBERS' DECLARATIONS OF INTEREST

Declarations of interest were made on item 56 as noted below.

50. PUBLIC PARTICIPATION

The Deputy Town Mayor (Councillor S. Greaney) noted that there were no members of the public in attendance at this meeting.

51. 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	10 th July 2024	55 - 60
Planning, Licensing and Consultation Committee	15 th July 2024	61 - 62
Building and Finance Committee	15 th July 2024	63 – 72
Llanelli Town Council Ordinary Meeting	31 st July 2024	73 – 79
Stebonheath Development Committee	31 st July 2024	80 – 84
Selwyn Samuel Centre Committee	31 st July 2024	85 – 86
Town Twinning Committee	31 st July 2024	87 – 88
Building and Finance Committee	31 st July 2024	89
Llanelli Joint Burial Advisory Committee	24 th January 2024	90 - 92

52. COMMUNITY DEVELOPMENT AND ACTIVITY

Further to Minute No. 36 of the Town Council Ordinary meeting of 10th July 2024, consideration was given to the Principal Officer's report (copies having been previously circulated to members). The report dealt with the following:

(1) Community & School Activities

- **Crown Park Wellbeing Walk** – The third wellbeing walk (celebrating the Town Council 50th birthday) in partnership with the Llanelli Community Partnership, Local Health Board and Llanelli Green Network took place on the 14th August. It highlighted the green space areas, rare bumble bees and biodiversity areas of Crown Park. 39 people attended the walk and community picnic. The walk and talk gave an opportunity to talk about issues and general giving time to reflect and to create friendships along the way. The group learnt about biodiversity and tree projects at Crown Park. The National Bumble Bee Trust joined the group and supported activities of netting and identifying bumble bees. The Trust were impressed with the amount of red clover maintaining a stronghold where the pitches are cut short frequently as it attracts several bumblebee species, particularly the carders. Knapweed was noted to be in the

park a particular bee favourite and was where most of the bumblebees were found on the day. Ragwort was noted to be abundant and a great source of forage for bees while lots of plants start to go to seed. Maintaining long grass areas such as along banks and under the trees was noted to be an excellent habitat for bumblebees to make their nests.

On the day several species including Common carder (*Bombus pascuorum*), Buff-tailed/White tailed (*Bombus terrestris/lucorum*), Red-tailed (*Bombus lapidarius*), Early (*Bombus pratorum*) were noted. The rare, Brown-banded carder (*Bombus humilis*) was found due to the proximity to one of the project sites (North Dock Dunes) and being adjacent to the Lliedi planters where there have been records and a nest found. This lends Crown Park to becoming a vital part of the foraging network for Carmarthenshire bumblebees. Seaside Social Club kindly opened to allow for well earned refreshments. A 5th walk and planting project was planned for September, again at Crown Park.

- **Summer / Autumn update** – Daily summer holiday community activities sessions utilising town council facilities and green spaces continued to be published on social media. It continued to allow children to keep active throughout the summer holidays and into the Autumn. Sessions have included bowls, tennis sessions as well as paddling pool sessions throughout the holidays. Further Autumn and Winter sessions were now being planned. Several activities had been supported.
- **Llanelli Pride** – Town Mayor Cllr Prosser opened Llanelli Pride on the 13th July. The event at the Selwyn Samuel Centre was supported by Officers and a grant from Llanelli Town Council.
- **Llanelli Queer Collective** - Town Mayor Cllr Prosser and Officers supported the launch of the Queer Collective project at a coffee morning in Primavera in West End on the 1st August.
- **Llanelli Men's Shed, Sopan Shedders**- the Group had now relocated to the Horizon building at North Dock.
- **Veterans Arrangements** – Officers supported veterans in the arrangements to commemorate V-J Day at the Town Hall on the 15th August. Town Mayor, Cllr Prosser represented the Town Council. Planning was also underway for the Battle of Britain Service on the 15th September and Remembrance Sunday on the 10th November.
- **Pentre Awel development**- The development had now been delayed until June 2025. This would allow for necessary snagging and pool filling testing. Infrastructure paths, benches and planting around the Delta Lake had recently taken place with bins being placed on the paths in the coming months. New traffic calming measures would be installed in October. Residents meeting for

those that are being affected continued to be held and supported by local Councillors, the next meeting would be held on the 5th November.

RESOLVED - That the information be noted

(2) Policy and Strategic Meetings

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

- Llanelli Multi Cultural Network Drop-in Centre Support
- Pentre Awel
- Llanelli Community Partnership
- Llanelli Green Network
- Dementia Cradle Choir
- CCC Community Cohesion team
- Unite Llanelli
- Dyfed Powys Police
- Bumble Bee Trust
- Future Generations Commissioner Team
- Wavehill Consultancy
- Local Places for Nature
- West Wales River Trust
- National Lottery

Strategic Work Programmes / Reviews

- Officers continued to support CCIN network.
- Officers are currently supporting activity to celebrate 10 years of the Future Generations Act; meeting were ongoing with the Commissioners team.

(3) Activities Planned Short Term / Long Term

Activities were being developed with planned short term and long-term activities working independently and in partnership with others as follows:

- 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 – returns every Tuesday 2.00pm Ffwrnes Theatre from September.
- 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
- 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.

- 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 continues to support on a Saturday evening as a warm hub– 5.30pm – 7.00pm.
- Greenfield Baptist Church on a Wednesday.
- Sospan Soup Station were supporting on a Sunday night as a food station but also as a food hub at the Vestry Kings Church 5.30pm – 7.00pm.

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

53. SPORTS YOUTH AND ACTIVITIES OFFICER’S REPORT

Further to Minute No. 36 of the Town Council Ordinary meeting of 10th July 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

- **Summer Activities Timetable** – Through the summer 40 sessions were held across Town Council wards, allowing children to explore new sports with new friends. The bowls sessions excelled with average number of around 14 participants with a sincere thanks to Havelock Bowls who provided volunteers to support sessions, as well as providing refreshments and snacks. The onsite paddling pool activities had gone well. Inflatables, toys & music created an enjoyable atmosphere for all.
- **Great Get Together Drawing Competition *What Community Means to you?***. While celebrating the Town Council’s 50th anniversary with the Great Get Together, 11 local primary and secondary schools took part in the drawing competition. Over 304 entries were received, two winners from Penrhos received WHSmith’s voucher, which was presented during the Year 6 leavers ceremony, while the winner from Strade received his prize during a form assembly.
- **Syria Sir Gar Mascots** – Llanelli Town AFC invited Syria Sir Gar players to walk out as match mascots in their recent Carmarthenshire Derby vs Carmarthen Town AFC. There was a warm welcome from the players in the tunnel. The players then received the opportunity to be ball retrievers during the game. Jamie Edwards Photography captured images of the evening for the children.
- **River Dipping in Penygaer & Llanerch** – The West Wales River Trust showcased the wildlife and organisms found in the Town’s rivers, encouraging children and adults to safely explore the river and banks in Llanerch. The Trust encouraged children to examine and identify species of fish, insects and birds

during the event. Parents commented how refreshing it was to see children explore rivers safely.

- **Seaside Football Festival** – Assistance was given to representatives of Seaside AFC with their football tournament. A digital tournament pack on parking, information regarding Crown Park paddling pool and play park. Over a thousand people attended the tournament with teams travelling across south Wales to attend the festival.
- **Events During the Summer Holidays** – Llanelli Town Council had supported events such as the Tyshia Big Day. Activities saw children experiment with foam javelins and lawn bowls on Maes y Gors playing field. The SYAO also attended the Play Sufficiency Fun Day also in Maes y Gors with a Kickkie Uppie Challenges activity provided.
- **Barclays Local Specialist** – Llanelli Barclays Local Specialist is looking to support local charities and projects. Barclays offer a variety of opportunities such as funding for charities as well as cyber safety online and managing budgets. Officers will liaise with the Local Specialist to support our community groups where possible.
- **Maes y Morfa Schools Sessions** – Maes y Morfa after-school sports club was noted to tackle the rising obesity rates in the schools as well as creating a pathway to community clubs. The 8-week sessions would run up until October half Term.

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;
- Bowls sessions held weekly Thursday's 4:00pm – 5:00pm at Selwyn Samuel Centre
- Syria Sir Gar Football weekly session Wednesday's Cruyff Court in Penyfan;

RESOLVED - That the information be noted

54. YSGOL DEWI SANT

Further to minute 44 of the meeting of Llanelli Town Council held on the 31st July 2024, the Town Council had been made aware of a vacancy for a Governor Representing Llanelli Town Council on the Governing Body of Ysgol Dewi Sant.

The Town Council was therefore invited to nominate a member to serve as Governor on the Ysgol Dewi Sant Governing Body.

RESOLVED - that the Town Council notes the report and nominated Councillor Philip Warlow as the Town Council representative on the School Governing Body.

55. TOWN COUNCIL 50TH ANNIVERSARY

Further to minute 46 of the Meeting of Llanelli Town Council held on the 31st July 2024, consideration was given to the Town Clerk's report that provided an update on the arrangements being put in place to mark the Town Council 50th Anniversary year.

Events and arrangements previously undertaken included:

- Town Centre Great Get Together event with Ymlaen Llanelli on the 22nd June, this unfortunately had to be scaled back from a Town Council point of view due to the event happening during the general election campaign.
- Joint music event with Parc Howard Association at Parc Howard on the 7th July.
- Several events at Stebonheath Park through the Sports Youth and Activity Service in May.

Further events being planned include:

- A Mayoral reception for former Town Mayor's, Town Clerk's etc. on the 19th September.
- Arrangements were also being made for a group portrait photo to be taken of Councillors and staff in order to mark the anniversary as has previously been carried out.
- Activities that could be undertaken at Town Council Community Centres jointly with hirers.
- Bowling Event with the Llanelli Indoor Bowls Club.
- Visit from our Twin Town of Agen from the 18th to the 20th October.
- A one off, Community Awards Event to mark Community Activity over the last 50 years. This would be held on Saturday 19th October at the Diplomat Hotel (with categories utilising the goals of the Future Generations Act as a themed approach) including:
 - Contribution to Economy / Business in Llanelli Town (A Prosperous Wales);
 - Contribution to Llanelli Town Heritage (A Resilient Wales);
 - Contribution to Sport in Llanelli Town (A healthier Wales);

- Contribution to the Arts and Culture in Llanelli Town (A healthier Wales / A Wales of Vibrant Culture and thriving Welsh Language / A Resilient Wales);
- Contribution to Diversity in the Llanelli Town Community (A Wales of More Cohesive Communities).
- Contribution to Young People in Llanelli Town (A More Equal Wales);
- Contribution to the Llanelli Town Community (A Wales of More Cohesive Communities).
- Contribution to the Welsh Language in Llanelli Town (A Wales of Vibrant Culture and thriving Welsh Language).
- Contribution to fostering links with our Twin Town of Agen (A Globally Responsible Wales)
- Contribution to Llanelli Town Council.

Nominations would be invited via social media, the Town Council website and contact with local Community Groups.

RESOLVED - that the report be noted and actions proposed be approved for further action by Officers.

56. NOTICE OF MOTION

Councillor D.LI. Darkin declared an interest in this item as he is a member of the Chamber of Trade & Commerce, and as he viewed this as a prejudicial interest he withdrew from the meeting and voting thereon.

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

The motion was as follows:-

‘That Llanelli Town Council invites Llanelli Chamber of Trade & Commerce to attend a Town Council meeting to present an update to all Town Councillors on their ‘City Status Bid’ application for Llanelli’.

RESOLVED – that the Motion be carried.

57. 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** – Latest News from Discover Carmarthenshire July 2024
- (2) **The Llanelly House Trust** – Minutes of the meeting held on 13th May 2024.

- (3) Leases and Contracts Sub Committee** – Minutes of the meetings held on 15th and 31st July 2024.
- (4) PLTRA** – Minutes of the meeting held on 6th June 2023.
- (5) Llanelli Railway Goods Shed** – Quarter 2 Newsletter.
- (6) Welsh Government** – Guide to the 2026 Review of Senedd Constituencies.
- (7) One Voice Wales** – Training Dates, July, August & September.
- (8) Carmarthenshire County Council** – Town & Community Councils Update.
- (9) Parc Howard Association** – Minutes of the meeting held on 24th June 2024.
- (10) Parc Howard Collaboration Group** – Minutes of the meeting held on the 24th July 2024.
- (11) Defibrillator Awareness Training** – 16th September 2024.

58. 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.

59. CATERING FACILITY PROPOSAL – CROWN PARK

Further to Minute 42 of the Town Council meeting held on the 31st July 2024. Consideration was given to the Town Clerk's report providing an update on the proposal to provide a Catering Facility at Crown Park.

The Town Council noted that the facility had been proposed as a requirement for the Seaside AFC and in support of both the Seaside Social Club and Crown Park Association.

The Town Council had agreed to advertise the opportunity. The matter was advertised on the 2nd August on the Town Council website and social media with a deadline for receipt of expressions of interest of the 16th August.

In addition to the expression of interest made by Karen Jones (Coke Can), one further contact was made, but no expression of interest received.

It was therefore agreed that in order to not cause any further delay with the provision of the facility, the Coke Can be allowed to be located at Crown Park from Saturday 24th August. A draft agreement was discussed and signed to cover the period up to the Town Council meeting.

On approval by the Town Council, a final agreement would be concluded for a probationary period to the end of 2024, with an extension available if acceptable to all parties to the 31st March and then for a further year.

A payment of £5 per month had been agreed to the Town Council for the first period and would be reviewed during December for the next period.

RESOLVED - That the Town Council approves the actions set out, undertaken and agreed by officers and noted that this agreement did not set a precedent for any other Town Council facilities due to the unique nature of the requirement.

60. ASSET TRANSFER

Consideration was given to the Town Clerk's report that contact had been made by Carmarthenshire County Council to the Town Council in relation to an offer for the asset transfer to the Town Council of the public toilets at:

- Llanelli Town Hall;
- Llanelli Bus Station

The Asset Transfer would be proposed to be undertaken in a similar manner as the Parks and Playing Fields with a 99-year lease for the buildings to be agreed. The County Council had however advised that there was no funding available to be provided with the assets. All costs would therefore become the responsibility of the Town Council.

Officers of the Town Council and County Council had met for site visits to both facilities and information had been provided on costs for the 2023-24 Financial Year.

A contract was currently in place with the company Danfo for cleaning and maintenance of all County Council facilities, the contract covered:

- Cleaning of the toilets.
- Provision of cleaning products and consumables.
- Disposal of sanitary waste and general waste.
- Monthly Legionella Checks.
- Quarterly Preventative Maintenance checks.
- Reactive Maintenance (response within 72 hours).

The overall cost for the provision of both facilities was noted to be around £20,000 per annum.

Condition surveys had been provided on both facilities (which were made available to members) with suggested repairs and maintenance expenditure required in the 2024-25 year totalling around £6,000.

The facilities were noted to be chargeable at 20p per usage. Income was recorded as £544.84 (Town Hall) and £440.60 (Bus Station) respectively during 2023.

Officers had received a monthly breakdown of income over a 12-month period, along with information on repairs undertaken (which was made available to members).

Additional information was also noted to be required on:

- Legionella Reports.
- Asbestos.
- Amount of waste found in the in-situ sharps bins.
- Electrical installation inspections.
- Information on any incidents of concern.

Possible impacts on the Town Council from an asset transfer were noted as follows:

Budgetary – A suggested cost of around £20,000 per annum per facility.

Staff Resource

1. A likely ongoing impact to the Town Council Administrative and Grounds Maintenance Teams to maintain and monitor the facilities (requiring additional staff time).
2. If the Danfo (or similar contract) was not retained, additional staff would be required to be employed.

Health and Safety – The general health and safety concerns that would stem from the need to deal with likely anti-social and other issues relating to these facilities.

RESOLVED – that the Town Council declines the Asset Transfer due to:

- The Town Council not having a budget for this service currently.
- The Town Council not having sufficient staffing levels currently to maintain the facilities.
- The issues of concern that were inherent with the provision of the facilities.

The Meeting concluded at 6.35 p.m.

PLANNING, LICENSING AND CONSULTATION COMMITTEE

9th September 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, 9th September 2024 at 6.00 p.m.

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

APOLOGIES: L. Fenris (Chair), J.G. Prosser (Town Mayor), and S.L. Rees.

13. DECLARATIONS OF INTEREST

Declarations of interest were made on item 15 (1).

14. 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/07960 217 Felinfoel Road, Llanelli, SA15 3NZ	Proposed rear and side extension to property	No Objections.

PL/08014 14 Miles Street, Llanelli, SA15 3DU	Single storey rear extension and internal works	No Objections.
PL/08081 Mike Clarke Printing, 9 Trostre Industrial Park, Llanelli, SA14 9UU	Turning of an old ground floor office into a small cafe (Retrospective) -	No Objections.
PL/08011 13 Old Road, Llanelli, SA15 3HR	Replacement of concrete roof tiles with Zamora Prime Spanish Slate Tiles with W-1 / T-1 / S-1 Rating (size 250 x 500ml), with Battens to support (25 x 50; BS Yellow Treated), replace felt with 150g breather felt, introduce full roof ventilation via hidden over fascia vents, introduce CR2 clay ridges (black) and hidden mechanical fixings, replace rear PVC fascia boards and soffits with Scots pine (to match existing front and gable end fascia's, that were approved on a previous application [i.e., PL/01950]), chimneys: Replace any damaged brickwork with like for like bricks and repairs / replace chimney crowns (like for like), replace rain water goods with black cast iron (to match existing front rain water goods that were approved in previous application [i.e., PL/01950])	No Objections.

PL/08092 No. 8 – 70 Sunny Hill, Llanelli, SA15 3JN	The proposed development is for the retrofit of 32 dwellings – external wall insulation with new brick slip finish, new entrance canopies to main entrance doors, roof mounted solar PV panels and battery storage, and improvements to landscaping and external areas	No Objections.
PL/08141 New Dock Stars Rugby Football Club, Trostre Road, Llanelli, SA15 1JY	Retention of advertisement sign on boundary fence	No Objections, as long as the Carmarthenshire County Council Highways department are content.

15. CONSULTATIONS

Councillor D. L.I. Darkin (Chair) declared a personal interest in relation to consultation item 1 as a relative lives adjacent, as he considered this to be a prejudicial interest, Councillor Darkin withdrew from the meeting prior to the discussion and voting thereon.

(1) **Carmarthenshire County Council - Disabled Bay Application**

Consideration was given to the consultation received from Carmarthenshire County Council on the application of a Disabled Bay at 60 Tunnel Road Llanelli, SA15 1LG. (copies of which were previously circulated to members).

RESOLVED – that the consultation be noted and for officers to relay that the bay needs to be big enough for modern cars.

(2) **Cornerstone - Pre-Application Consultation - Base Station Upgrade – Land off Frondeg Terrace, Adjacent Swansea Road, SA15 3FD**

Consideration was given to the Pre-Application Consultation for a Base Station Upgrade received from Cornerstone at the Land off Frondeg Terrace, Adjacent Swansea Road, SA15 3FD (copies of which having previously been circulated to members).

RESOLVED – that the consultation be noted.

16. 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** – Information on the process for the examination into the soundness of the Carmarthenshire Revised Local Development Plan (2018 – 2033)
- (2) **Carmarthenshire County Council** – Planning Appeal Decision Notice – PL/03823, Trostre Retail Park, Trostre, Llanelli, SA14 9UT.
- (3) **Carmarthenshire County Council** – Temporary Road Closure - B4304, Llanelli East Station Road, Llanelli from its junction with Copperworks Road for a distance of 100 metres in a North-Westerly direction, from 23:30 hours Saturday 24th August 2024 to 07:00 hours Sunday 25th August 2024. (Overnight Works).
- (4) **Carmarthenshire County Council** – Planning Appeal Notice – PL/06785, Hair Control, 33A Inkerman Street, Llanelli, SA15 1RY.
- (5) **Carmarthenshire County Council** – Temporary Road Closure - B4304 New Dock Road from its junction with Caersalem Terrace to its junction with Trinity road, from Monday 14th October 2024 to Wednesday 16th October 2024.
- (6) **Carmarthenshire County Council** – Planning Appeal Notice – PL/05250, Dragon 24, Traeth Ffordd, Llanelli, SA15 2LF.
- (7) **Carmarthenshire County Council** – Emergency Road Closure - W5717 Llanelli, from its junction with the W5716 for a distance of 70 metres in a north-westerly direction, on 5th August 2024 for a period of 5 days.
- (8) **Carmarthenshire County Council** – Temporary road closure of Cowell Street, from its junction John Street for a distance of 80 metres in a north westerly direction from the 27th August for a period of 7 weeks.
- (9) **Hywel Dda University Health Board** – My Health My Choice – Primary Care and Community health and well-being showcase.

The Meeting concluded at 6.11 p.m.

BUILDING AND FINANCE COMMITTEE

9th September 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, 9th September 2024 at 6.13 p.m.

PRESENT: Councillors A.R. Bragoli, M.D. Cranham J.P, D. Ll. Darkin (Leader of the Council), S. Greaney (Deputy Town Mayor), G. Lloyd, A. Lochrie (Substitute for Councillor J.R. Elliott), N.J. Pearce (Substitute for Councillor S.A. Curry), B.A.L Roberts, and P.T. Warlow (Vice-Chair, In the Chair).

APOLOGIES: Councillors A.A. Carter, S.A. Curry, J.R. Elliott, R. James and A.S.J. McPherson (Chair).

35. MEMBERS' DECLARATION OF INTEREST

Declarations of interest were made on item 40. (1).

36. FINANCIAL REPORT

(1) BUDGET REVIEW

RESOLVED – that the Income and Expenditure report for the period 1st April 2024 – 31st August 2024, in the sums of £1,250,907 and £553,064 respectively, be approved.

(2) ACCOUNTS FOR PAYMENT

RESOLVED - that the payment schedule showing Direct Debit Nos. 117 – 197 (inclusive) in the sum of £23,442.43, BACS Nos 092 - 185 in the sum of £56,047.59 and Electronic Payments Nos 166 - 261 in the sum of £161,787.27 respectively, be approved.

37. COMMUNITY CENTRES

(1) HIRINGS

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

RESOLVED – that the information be noted.

38. PARKS, PLAYING FIELDS AND COMMUNITY CENTRES

Further to minute 24 of the Committee meeting held on the 15th July 2024, consideration was given to the Town Clerk's report on developments with the Town Council Parks, Playing Fields and Community Centres.

1. SPF Project – Active and Sensory Play

A prestart meeting was scheduled with the approved contractor and work was hoped to commence on installing the play equipment at Crown Park, Penyfan Park and Penygaer Playing Fields in readiness for the October half term period.

2. Llanerch Community Centre

Further to minute 31 of the Committee Meeting held on the 15th July 2024, works were anticipated to start in the coming weeks on the external repairs to the Community Centre walls.

3. Penygaer Playing Fields

Officers had met with representatives of the Penygaer Management Committee to discuss the arrangements for use of the playing field during the 2024-25 football and rugby season.

4. Crown Park

Officers had met with representatives of the Crown Park Association to discuss the arrangements for use of the playing fields during the 2024-25 football season.

5. Peoples Park – MUGA

Work had commenced on replacing panels and other metal works on the MUGA at People's Park. Thus far the costs were £3,100.00 plus VAT.

6. Penyfan Playing Fields

Contact was noted to be received consistently for use of the football and rugby fields at Penyfan. Currently Dafen AFC were making use of the football playing field (not the changing rooms) on a weekly basis. Charges were currently raised (to the same level as charged at Penygaer Playing fields at £45.00 senior matches, £30.00 junior matches and £10.00 for training.

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

39. CHRISTMAS TREE PROVISION 2024

Further to Minute No. 34 of the Committee meeting held on 11th September 2023, consideration was given to the Town Clerk's report on possible provision of Christmas Trees in the Community for 2024.

2023 Provision

In 2023 Christmas Trees / Lights were provided as follows:

- Old Vicarage Town Council Offices;
- Havelock Park in partnership with Morfa Residents Group;
- Llanerch Community Centre;
- Roundabout of Firth Road and Queen Mary's Walk in partnership with PLTRA;
- Grassed area between Heol Dderwen and Penyfan Road in partnership with PLTRA;
- Rose Garden at Stradey Park Avenue / New Road in partnership with the Rose Garden project.

The Town Council also provided financial support for the provision of a tree at the Hywel Phillips Memorial Garden in Seaside.

2024 Provision

For 2024, should the same provision be implemented the following actions would be undertaken:

- Christmas trees to be put in place at:
 - The Old Vicarage cost £250 for a 15ft tree.
 - Havelock Park cost £510 for 22ft tree.
 - Llanerch Community Centre cost £510 for a 22ft tree.
 - The Rose Garden project cost £510 for a 22ft tree.
- Dress the already in place trees at:
 - Roundabout of Firth Road and Queen Mary's Walk;
 - Grassed area between Heol Dderwen and Penyfan Road.

Each option would include security fencing and the provision of a dressing and undressing service for the lights. Electrical installation costings were as follows:

- The Old Vicarage £250.00
- Havelock Park £421.00
- Llanerch Community Centre £421.00
- Penyfan Roundabout £520.00

- Penyfan Heol Derwen £421.00
- Rose Garden £441.00

RESOLVED – that the Committee notes the report and:

- Agree provision of a tree as in past years for Llanerch Community Centre;
- Agree provision of a tree as in past years at the Old Vicarage;
- Agree provision of a tree as in past years at Havelock Park;
- Agree provision of a tree as in past years at Penyfan;
- Agree provision of a tree as in past years at the Rose Garden Project.

40. APPLICATIONS FOR FINANCIAL ASSISTANCE

(1) GRANT APPLICATIONS

Councillor D. LI. Darkin declared an interest in application (h), as the group was connected to the Chamber of Trade that Councillor Darkin was a member of, as he felt this was a prejudicial interest Councillor Darkin withdrew from the meeting prior to the discussion and voting thereon. Councillor D. LI. Darkin also declared an interest in application (i) as his wife was involved with the group, and as he felt this was a prejudicial interest he withdrew from the meeting prior to the discussion and voting thereon.

Councillor N.J. Pearce declared an interest in application (i), as he was a member of Llanelli Unites and as he felt this was a prejudicial interest, Councillor Pearce withdrew from the meeting prior to the discussion and voting thereon.

Councillor G.R. Lloyd declared an interest in application (i) as he was a member of Llanelli Unites, as he felt this was a prejudicial interest Councillor Lloyd withdrew from the meeting prior to the discussion and voting thereon.

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

- (a) Llanerch Community Group – that a grant of £300 be made.
- (b) LLAMA– that a grant of £500 be made.
- (c) CP Suburbs (for a new veterans side) – that a grant of £500 be made.
- (d) Gurkha Nepalese Association-Llanelli– that a grant of £300 be made.
- (e) Cerebral Palsy Cymru – the application be noted.
- (f) Parc-Y-Dre Bowls Club – that a grant of £500 be made.
- (g) CASM – that a grant of £500 be made.
- (h) The John Street Project (application for a grant and letter of support) – that a grant of £300 be made and a letter of support provided.
- (i) Llanelli Unites – that a grant of £300 be made.
- (j) Llanelli Youth Theatre – that a grant of £500 be made.
- (k) Llanelli Queer Collective– that a grant of £300 be made.
- (l) Tyisha Positive Action Group – that a grant of £500 be made.

(2) LETTERS OF THANKS

RESOLVED – that the letter of thanks received from the Polish School be noted with pleasure.

41. 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.

42. PENYFAN COMMUNITY FACILITY

Further to minute 33 of the Committee Meeting held on the 15th July 2024, consideration was given to the Town Clerk's report which gave an update on the Penyfan Community Facility Project.

Discharge of the planning condition in relation to the ground's investigation was awaited and could be received at any time after the 9th September. This would allow the grounds works to commence as anticipated in September. Following this, completion of the construction of the purpose-built Community Facility would then commence.

Once the Planning Condition was discharged, a notice would be provided in the Community and via social media to confirm that the project was going ahead, providing a suggested timeline for the project works.

The Architect's Instruction 4, (copies of which were previously circulated to members), dealing with removal of the cost of the installation of intruder and fire alarms for the building. These would be installed directly by the Town Council Contractor Dyfed Alarms rather than via the Wernick Contract.

The Town Council had been successful in its grant application to the National Lottery for £17,000. The funding would allow progress to be made on the next stage of the project. The application was made for the following items of expenditure:

Equipment and furniture	£3,500
Environmental and Gardening Project	£2,500
Kitchen equipment	£1,000
Changing room equipment	£10,000

It was hoped that the funding would allow the adjacent changing room facility to be brought back into operation via the replacement of the shower facilities and upgrades to the electrical installation. Funding would also be used towards enabling project work with the Community in the facility.

A price had also been requested from Carmarthenshire County Council for Footway Lighting improvements for the footpaths at Penyfan Playing Fields.

A further report would be provided to the Town Council on these matters for approval.

RESOLVED - That the Committee:

- Note the report.
- Approve the actions of officers.
- Approve Architect instruction 4.

The Meeting concluded at 6.37 pm

SELWYN SAMUEL CENTRE COMMITTEE

9th September 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 **SELWYN SAMUEL CENTRE COMMITTEE** of LLANELLI TOWN COUNCIL was held **REMOTELY** and at the Old Vicarage, Town Hall Square, Llanelli on Wednesday, 9th September 2024 at 6.40 pm.

PRESENT: Councillors A.S.J. McPherson (Chair), A.R. Bragoli, D.Ll. Darkin (Leader of the Council) (substitute for Cllr. S.A. Curry), S. Greaney (Deputy Town Mayor), G.R. Lloyd, A. Lochrie, N.J. Pearce, P.T. Warlow and S. Williams.

APOLOGIES: Councillors, S.A. Curry (Vice-Chair), J.R. Elliott and J.E. Jones J.P.

5. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

6. 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 2024 and 31st August 2024, in the sums of £19,915 and £34,259 respectively (copies having been previously circulated to members).

RESOLVED – that the report be noted and approved.

7. BOWLS CLUB

Members received for information the minutes of the meeting held with the Llanelli Indoor Bowls Club on the 20th August 2024, minute 17 of the Committee Meeting held on the 7th February 2024 refers (copies having been previously circulated to members).

RESOLVED – that the minutes be noted.

8. PREPARATIONS FOR THE 2024-25 BOWLS SEASON

Further to minute No. 10 of the Committee meeting held on the 6th September 2023, consideration was given to the Town Clerk's report. The report confirmed that consideration had been given with representatives of the Llanelli Indoor Bowls Club for arrangements in readiness for the 2024-25 Season.

Proposals for fees and charges were agreed as follows:

	<u>2023-24</u>	<u>2024-25</u>
<u>Green Fees</u>		
Club League Matches	£8.80 per hour	£9.20 per hour
Members	£6.60 per hour	£6.80 per hour
Non-Members	£10.00 per hour	£10.40 per hour
Vacant rinks (not booked in advance) Members only		
Single person	£3.30 per hour	£3.30 per hour
<u>Club Tournaments Rink Hire</u>		
Singles	£4.40 per rink per hour	£4.60 per rink per hour
Pairs	£4.40 per rink per hour	£4.60 per rink per hour
Triples	£6.60 per rink per hour	£6.90 per rink per hour
Rink	£8.80 per rink per hour	£9.20 per rink per hour
<u>Junior Coaching</u>		
Saturday Morning	£2.00 per rink per hour	£2.00 per rink per hour
Lockers	£3.50	£3.50

In addition, the Annual Administration Fee to the Club would be retained at £5,500.

RESOLVED – that the report is noted, and that the proposal agreed with the Llanelli Indoor Bowls be endorsed and approved by the Committee.

9. COMMUNITY TRANSPORT SCHEME

Further to minute 16 of the Committee meeting held on the 7th February 2024, consideration was given to the Town Clerk's report on the Community Transport Scheme Electric Charging points at the Selwyn Samuel Centre with electrical use noted as follows:

	Dolen Teifi (35p per unit)	Public Use (70p per unit)
January	739 units	191 units
February	420 units	95 units
March	430 units	186 units

Income £1063.58 plus VAT

	Dolen Teifi (35p per unit)	Public Use (70p per unit)
April	37 units	71 units

May	0 units	93 units
June	0 units	96 units

Income £234.76 plus VAT

RESOLVED – That the Committee notes the report.

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. CONCESSIONAIRE AGREEMENT

Members received for information the minutes of the Quarterly Review meeting held with the Selwyn Samuel Centre Concessionaire on the 28th August 2024 refers (copies having been previously circulated to members).

RESOLVED – that the minutes be noted.

The Meeting concluded at 6.47 p.m.

STEBONHEATH DEVELOPMENT COMMITTEE

9th September 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, 9th September 2024 at 6.40 p.m.

PRESENT: A.R. Bragoli (Vice-Chair, In the Chair), M.D. Cranham J.P., D.Ll. Darkin (Leader of the Town Council), S. Greaney (Deputy Town Mayor), G.R. Lloyd, P.T. Warlow, S. Williams (Substitute for Councillor S.L. Rees) and J.R. Williams.

APOLOGY: Councillor J.R. Elliott, L. Fenris (Chair), R. James. J.E. Jones J.P and S.L. Rees.

18. MEMBERS' DECLARATIONS OF INTEREST

Declarations of Interest were made on item 21 as noted below.

19. 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 2024 and 31st August 2024, in the sums of £11,021 and £51,318 respectively (copies having been previously circulated to members).

RESOLVED – that the aforementioned report be approved.

20. 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.

21. STADIUM LEASE

Councillor G.R. Lloyd declared on interest in this item as he is a member of Evans and Williams walking football, and as he felt this was a prejudicial interest Councillor Lloyd withdrew from the meeting and voting thereon.

Further to minute 14 of the Committee meeting held on the 31st July 2024, where the committee had agreed in principle for a lease with Llanelli Town AFC to be put in

place for Stebonheath Park, consideration was given to the Town Clerk's report providing an update on progress with the matter.

Meetings had been held with representatives of the Club to discuss areas under consideration for a draft lease along with financial details.

Contact had also been made from Evans and Williams AFC requesting consideration of a longer term agreement for their use passed the 2024-25 season.

Following further consideration of the matters it was

RESOLVED - That the Committee:

- notes the report.
- approves further consideration of a lease with respect to the proposals provided.
- emphasises its wish to have a continuing input into the Community and other uses of the Stadium, especially during any period where financial contribution continue to be made in relation to the costs of the Stadium;
- defers consideration of the request from Evans and Williams AFC to a future meeting of the Development Committee.
- invites Llanelli Town AFC to a meeting of Llanelli Town Council to further discuss the details remaining to be agreed in the lease.

22. STEBONHEATH SOCIAL CLUB

Further to minute 17 of the Development Committee meeting held on the 31st July 2024, consideration was given to the Town Clerks report that provided an update on matters relating to the Social Club.

Rental Position

The Social Club rental arrears had been cleared with the annual insurance premium of £870.55 outstanding.

Drainage

The drainage repair works were due to commence during September.

RESOLVED – that the Committee notes the report.

The Meeting concluded at 7.07 pm