

BUILDING AND FINANCE COMMITTEE

13th May 2024

In accordance with the provisions of Schedule 12 of the Local Government Act 1972 and Section 47 of the Local Government and Elections (Wales) Act 2021 the **BUILDING AND FINANCE COMMITTEE** of LLANELLI TOWN COUNCIL was held REMOTELY and at The Old Vicarage, Town Hall Square, Llanelli on Monday, 13th May 2024 at 7.03 p.m.

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

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

1. MEMBERS' DECLARATION OF INTEREST

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

2. FINANCIAL REPORT

(1) BUDGET REVIEW

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

(2) ACCOUNTS FOR PAYMENT

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

3. COMMUNITY CENTRES

(1) HIRINGS

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

RESOLVED – that the information be noted.

4. APPLICATIONS FOR FINANCIAL ASSISTANCE

(1) GRANT APPLICATIONS

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

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

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

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

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

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

5. RISK ASSESSMENT REGISTER

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

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

6. ANNUAL INVESTMENT STRATEGY

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

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

7. PUBLIC FOOTPATHS

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

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

8. PARKS PLAYING FIELDS AND COMMUNITY CENTRES

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

1. Peoples' Park

a) MUGA

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

b) Play Area

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

2. Nightingale Court Play Area

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

3. Clos yr Ysgol

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

4. Penyfan Park

a) Cruyff Court

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

b) Rugby Field

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

5. Morfa Park

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

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

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

7. Crown Park

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

8. St Barnabas Community Centre

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

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

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

9. LLANELLI WANDERERS RFC

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

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

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

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

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

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

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

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

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

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

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

RESOLVED - that the information be noted.

12. PADDLING POOLS

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

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

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

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

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

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

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

Paddling Pool Attendants

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

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

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

Penyfan Splash Pad

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

RESOLVED that: -

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

13. PENYGAER PLAYING FIELDS

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

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

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

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

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

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

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

RESOLVED that: -

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

14. PENYFAN COMMUNITY FACILITY

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

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

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

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

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

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

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

RESOLVED that: -

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

15. SHARED PROSPERITY FUND PROJECT

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

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

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

RESOLVED - that the report be noted.

The Meeting concluded at 7.45 p.m.