


**CYNGOR GWLEDIG LLANELLI**  
Adeiladau Vauxhall, Vauxhall, Llanelli, SA15 3BD  
Ffôn: 01554 774103

**PWYLLGOR LLES A HAMDDEN**

A gynhelir yn Siambr y Cyngor dydd Mawrth, 20 Mehefin, 2017, am 4.45 y.p.

  
CLERC y CYNGOR

14 Mehefin, 2017.

**AGENDA**

1. Derbyn ymddiheuriadau am absenoldeb.
2. Derbyn Datganiadau o Fudd Personol gan Aelodau o ran y materion sydd i'w trafod.
3. Cyfleusterau Cymunedol – Gwaith Cynnal A Chadw - nodi er gwybodaeth, adroddiad cynnydd gan y Rheolwr y Gwasanaeth Claddu a Thechnegol ar waith sydd wedi ei wneud.
4. Nodi er gwybodaeth Adroddiad Cynnydd gan y Swyddog Datblygu Cymunedol.
5. Neuadd Gymunedol Dafen – Gwerthusiad Strwythurol – i dderbyn gohebiaeth oddi wrth Roger Casey Association ac dderbyn aroddiad llafar y Rheolwr y Gwasanaeth Claddu a Thechnegol a chytuno ar ymateb y Cyngor.
6. Parc Hamdden Pwll – Bagiau Tesco Cynllun Cymorth – ystyried gohebiaeth oddi wrth Cymdeithas Tenantiaid a Phreswylwyr Pwll a chytuno ar ymateb y Cyngor.

**Aelodau'r Pwyllgor:**

Cyng. S. L. Davies (Cadeirydd y Pwyllgor), P. Edwards (Is-Gadeirydd y Pwyllgor),  
T. Devichand (Arweinydd Y Cyngor), M. V. Davies, T. M. Donoghue, H. J. Evans, J. P.  
Hart, S. N. Lewis, A. G. Morgan, R. L. Najmi, C. A. Rees and I. G. Wooldridge.



# LLANELLI RURAL COUNCIL

Vauxhall Buildings, Vauxhall, Llanelli. SA15 3BD

Tel: 01554 774103

## RECREATION AND WELFARE COMMITTEE

To be held at the Council Chamber on Tuesday, 20 June, 2017, at 4.45 p.m.



CLERK to the COUNCIL

14 June, 2017.

### AGENDA

1. To receive apologies for absence.
2. To receive Members' Declarations of Interest in respect of the business to be transacted.
3. Community Facilities – Maintenance Works - to note for information, a progress report from the Technical and Burial Services Manager on work undertaken.
4. To note for information, a Progress Report from the Community Development Officer.
5. Dafen Community Hall – Structural Appraisal – to receive correspondence from Roger Casey Associates and a verbal report from the Technical and Burial Services Manager and to agree the Council's response.
6. Pwll Recreation Ground – Tesco Bags of Help Scheme - to consider correspondence received from Pwll Tenants and Residents Association and to agree the Council's response.

### Members of the Committee:

**Cllrs.** S. L. Davies (Chairman of Committee), P. Edwards (Vice-Chairman of Committee), T. Devichand (Leader of Council), M. V. Davies, T. M. Donoghue, H. J. Evans, J. P. Hart, S. N. Lewis, A. G. Morgan, R. L. Najmi, C. A. Rees and I. G. Wooldridge.



**To the Chairman and Members of the  
Recreation and Welfare Committee:**

Date of meeting: 20 June, 2017

Dear Councillor,

**COMMUNITY FACILITIES – MAINTENANCE WORKS**

**1. PURPOSE OF REPORT**

- 1.1 To provide Members with an information report on work undertaken by the Council's workforce during the last month.

**2. WORK ACTIVITIES**

The following work activities have been performed:

- (1) Vauxhall Buildings
  - weed and tidy front areas;
  - weekly waste collection;
  - hang photographs;
  - repairs to chairs in chamber.
- (2) Brynmaen Hall
  - emergency repairs to roof.
- (3) Dafen Community Hall
  - litter pick.
- (4) Felinfoel Resource Centre
  - utility meter readings at Felinfoel Community Resource Centre.
- (5) Five Roads Community Hall
  - litter pick;
  - grass cutting and strimming;
  - repairs to stage spotlights.
- (6) Furnace Community Hall
  - grass cutting, strimming;
  - litter pick;
  - installed safety fencing;
  - relocated chairs to storage area.
- (7) Llanelli District Cemetery
  - grass cutting and strimming;
  - hedge cutting;
  - litter picking;
  - clear out soak away drains;
  - empty litter bins;
  - repairs to fencing;
  - levelling graves;
  - grave digging;

- clearing spent wreaths;
  - clearing trinkets;
  - tend flower beds;
  - transport wheelie bins;
  - hedge cutting.
- (8) MUGA Llwynhendy
- grass cutting, strimming
  - litter picking, empty bins
- (9) Ponthenri Community Hall
- empty bins and litter pick;
- (10) Ponthenri Changing Rooms
- empty bins and litter pick;
  - disinfect showers.
- (11) Pwll Pavilion
- empty bins and litter pick;
  - unblock ladies toilet;
  - disinfect showers.
- (12) Sandy and Stradey Community Hall
- litter pick;
  - cut and strimmed grass.
- (13) Saron Community Hall
- empty bins and litter pick;
  - unblocked gents toilet;
  - cut and strimmed grass;
  - reset sensor controls on external light;
  - attended alarm fault.
- (14) Swiss Valley Community Hall
- litter pick;
  - cut and strimmed grass.
- (15) Trallwm Community Hall
- disinfect showers;
  - empty bins and litter pick;
  - cut and strimmed grass.
  - checks to broken glass pane;
  - clean and disinfect kitchen sink waste traps.
- (16) White Lion Depot
- deliveries of bulk loam, seed etc.
- (17) Porterage Services
- chairs to/from Saron Hall, Furnace and Ponthenri halls;
  - refill fuel storage cube.
- (18) Machinery
- daily maintenance, pre use checks and general adjustments of tools and equipment;
  - commissioning and training on new grounds maintenance equipment.

- (19) Maintenance works to play areas and recreation grounds
- litter pick all parks and empty waste bins;
  - maintenance to cricket square Felinfoel;
  - maintenance to cricket square Dafen;
  - maintenance to bowling green Dafen;
  - grass cutting football and rugby pitches and out of season repairs and aeration works to sports pitches at Dafen, Felinfoel, Trallwm, Pontyates, Ponthenri, Pwll, Ponthenri;
  - litter pick area and tend flower beds Swiss Valley shops;
  - cut grass, hedgerows and tend boundaries at Trallwm, Tir Eionon, MUGA, Felinfoel, Swiss Valley, Ponthenri, Five Roads; Clos y Gelli, Cynheidre, Pwll, Berwick, Bryngolau, Dafen, Pontyates;
  - monthly playground inspections at Trallwm, Tir Eionon, MUGA, Felinfoel, Swiss Valley, Ponthenri, Five Roads; Clos y Gelli, Cynheidre, Pwll, Berwick, Bryngolau, Dafen.
- (20) Maintenance works on behalf of Llanelli Town Council
- repairs to Havelock Park bowls greens;
  - adjustments to irrigation systems, Havelock and Peoples Park Bowls;
  - maintenance to Bowling green Havelock Park;
  - install and attend fox trap Havelock Park;
  - maintenance to Bowling green Peoples Park;
  - remove football goal posts at Penywaer, Penywaer, Seaside
  - grass cutting football and rugby pitches and out of season repairs and aeration works to sports pitches at Penywaer, Penywaer, Seaside, Peoples Park.
- (21) Maintenance to footpaths in the following Wards

Bynea

Berwick Farm  
Ffos-Fach  
Pencoed Isaf  
Pendderi Farm

Glyn

Heol Hen  
Horeb Chapel/Min-hurtach  
Herberdeg/Marael Villa  
Danybanc  
Llwynrwn/The New Inn/Pontyates Park  
Cae Pontbren Colliery  
Ynyshafren  
Noddfa Chapel  
Cae Cefn Farm  
Myrtle Hill/Pendderw Cottage  
Efail-Heulog Farm  
The Incline platform Ponthenri  
Pontyates crossing to Carway  
Fire station Pontyates

Hengoed

Gwraeth  
Pant  
School to Memorial/Penllech/Holy Trinity  
Cilymaenllwyd

Llettyr Ychen Fawr

Pemberton

Heol Elfed/Brynsierfel/Smiths arms/White lion

Pencoed Ichaf

Pant-Glas

Pencoed Isaf Rd

### 3. LONG TERM IMPLICATIONS

- 3.1 The work programme is organised on a cyclical basis covering the summer and winter periods. In the summer period the majority of the time focusses on ground maintenance activities, whereas in the winter period the focus switches more to buildings' maintenance activities.

Porterage activities are performed throughout the year. The Council has put in place a preventative maintenance budget based on an annual list of priorities and to cater for day to day contingencies. By adopting a preventative approach this supports sustainable development principles. The cyclical annual maintenance programme ensures community assets are kept in good order, extending the life cycle of the assets over many years.

### 4. SUSTAINABILITY AND WELL-BEING CONSIDERATIONS

- 4.1 The Council's capital and revenue investment in the community facilities meets the following aims, core values and well-being goals.

Strategic Aim	Core Value	National Well-Being Goal						
		1	2	3	4	5	6	7
Community Development	CD7, CD8			✓	✓	✓		✓
Serving the Public	STP1, STP3, STP4, STP5, STP6	✓	✓		✓	✓	✓	✓
Acting as a Local Voice	LV1, LV2				✓	✓	✓	✓
Quality of Life								
(1) Environment	QL1	✓	✓	✓		✓		✓
(2) Social Inclusion								
(3) Safe and Healthy Places	QL5			✓	✓	✓		
Sports, Leisure and Cultural Activities	SLC1			✓	✓		✓	
The Local Economy								
Local Democracy								
Partnership Working	PW2, PW6	✓			✓	✓		✓
Communication								
Health and Safety	HS1, HS4, HS5	✓		✓		✓		✓
Resources	R2, R3	✓	✓					✓
Management and Control	MC2, MC4, MC5, MC6	✓	✓		✓		✓	✓

### 5. PUBLIC INVOLVEMENT

- 5.1 There are no public involvement opportunities to be identified in preparing this report. However, the Council will examine public involvement in this area of activity as part of plans to promote volunteering initiatives and opportunities in the wider community.



**6. COLLABORATION OPPORTUNITIES**

- 6.1 The council works in collaboration with Carmarthenshire County Council on certain tasks such as footpath maintenance. The council works in collaboration with Llanelli Town Council by providing grounds maintenance services and support.

**7. PREVENTATIVE MEASURES/CONSIDERATIONS**

- 7.1 The work activities undertaken by the workforce are essential to support the Council's preventative maintenance programme in order to maintain community facilities and assets and to keep them in good safe working order. It is important to carry forward appropriate budget provision to support the Council's area of responsibilities and its general programme of works. This will ensure the Council is contributing to a safe and healthy environment, removing the risk of harm to members of the public when using Council/community facilities.

**8. RECOMMENDATION**

- 8.1 That Members note this information report.

Yours sincerely

**TECHNICAL AND BURIAL SERVICES MANAGER**

14 June, 2017



**To the Chairman and Members of the  
Recreation and Welfare Committee:**

Date of meeting – 20 June, 2017

Dear Councillor,

**COMMUNITY DEVELOPMENT UPDATE**

**1. PURPOSE OF REPORT**

- 1.1 To provide Members with an information report on work undertaken by the Community Development Officer between January and May 2017.
- 1.2 To provide Members with analysis of Community Development enquiries taken between April 2016 and March 2017 (see appendix 1).

**2. WORK ACTIVITIES**

The following work activities have been performed:

(1) Marketing

- Updated Council Website;
- Twitter page updated regularly; Total number of tweets: 469 (87 new tweets); Total number of followers: 353 (62 new followers). Please follow @LrcCommunity;
- Facebook activity; Number of page likes: 281 (24 new page likes); Please encourage others to like the page at [www.facebook.com/LrcCommunity](http://www.facebook.com/LrcCommunity);
- E-mails sent to database regarding events, funding, time credits, training and regarding their respective groups and event to feature on the new website;
- Posters / flyers designed and distributed for Pontyates and Felinfoel play area consultations;
- New website page created for the County elections and how to become a councillor (10 February);
- Media releases:
  - o Pontyates Play Area Consultation (4 January);
  - o Felinfoel Play Area Consultation (6 March);
  - o Felinfoel all set for new play area (14 March);
  - o One more year for Llanelli Rural Time Credits (27 April).

(2) Community groups / projects supported:

- Bryn & Trallwm Sports & Social Club;
- Brynsierfel & Bynea mothers & toddlers group;
- Bynea & Llwynhendy Heritage Society;
- Carmarthenshire Royal Voluntary Service;
- CETMA;
- Crafty Seniors;
- Create Me Happy;
- Dafen Forum;
- Dafen Welfare AFC

- Dafen Welfare Bowls Club
- Dafen Young at Heart;
- Felinfoel Family Centre;
- Five Roads & District Heritage Society
- Incredible Edible Carmarthenshire;
- Llanelli Coast Park Run;
- Llanelli Community Heritage;
- Llanelli & District Twinning Assoc;
- Llanelli Naturalists;
- Llanelli RFC Scarlets Former Players Association;
- Llanelli Stamp Club;
- Llanelli Visually Impaired Bowls Club;
- Llanelli Wanderers RFC new girls teams (U15 & U18);
- Llwynhendy Christmas Carnival;
- Llwynhendy Education / Community Centre;
- Llwynhendy Families Taking Action Group;
- Pwll Education / Community Centre;
- Pwll Recreation Ground Committee;
- Pwll Residents and Tenants Association;
- Ramps Skate Park;
- South Cefncaeau (Ty Enfys) Family Centre;
- Splat Cymru;
- Swiss Valley Youth Club;
- The Community Works;
- Wales Wildlife Watch;
- Women's Cooperative Guild.

(3) Partnership working

- Big Lottery Wales;
- Brynteg School;
- Carmarthen Town Council;
- Carmarthenshire Communities First;
- Carmarthenshire Communities First 'Fusion' project;
- Carmarthenshire County Council Community Bureau;
- Carmarthenshire County Council Pride in your Patch;
- Cwmaman Town Council;
- Llanelli Community Emergency Planning Group;
- Llanelli Community Partnership;
- Llanelli Herald;
- Llanelli Star;
- Llanelli Town Council;
- Llannon Community Council;
- Pontyates School;
- Post Office;
- Spice Time Banking;
- Welsh Rugby Union;
- Ysgol Y Felin, Felinfoel.

#### 4. SUSTAINABILITY AND WELL-BEING CONSIDERATIONS

- 4.1 The work undertaken by the Community Development Officer meets the following aims, core values and well-being goals:

Strategic Aim	Core Value	National Well-Being Goal						
		1	2	3	4	5	6	7
Community Development	CD1 CD2 CD3 CD4 CD5 CD7 CD8 CD9 CD10	✓	✓	✓	✓	✓	✓	✓
Serving the Public	STP1 STP2 STP4 STP5 STP6 STP10	✓			✓	✓	✓	✓
Acting as a Local Voice	LV1 LV2 LV3 LV4 LV5	✓		✓	✓	✓	✓	✓
Quality of Life								
(1) Environment								
(2) Social Inclusion	QL3 QL4	✓		✓	✓	✓		✓
(3) Safe and Healthy Places	QL5			✓	✓	✓		
Sports, Leisure and Cultural Activities	SLC1 SLC2 SLC3 SLC4			✓	✓	✓	✓	✓
The Local Economy	LE3	✓				✓	✓	✓
Local Democracy	LD1 LD3				✓	✓		✓
Partnership Working	PW1 PW2 PW5 PW6	✓			✓	✓		✓
Communication	C1 C2 C4 C5 C6 C8 C9	✓	✓	✓	✓	✓	✓	✓
Health & Safety	HS2 HS5			✓		✓		✓
Resources	R2		✓					✓
Management and Control	MC3 MC6		✓				✓	✓

#### 5. PUBLIC INVOLVEMENT

- 5.1 The majority of the work undertaken by the Community Development Officer is for the benefit of the community. The interventions from the Whole Place Plan are derived from the consultation done within our communities. The public will be asked for their views at various intervals throughout the delivery of the Plan.

#### 6. COLLABORATION OPPORTUNITIES

- 6.1 Various collaborative working approaches are being considered in order to provide the Council and end user with cost effective solutions.
- 6.2 See "Partnership working" under section 3 of this report for examples of collaborative working.

#### 7. PREVENTATIVE MEASURES/CONSIDERATIONS

- 7.1 Any matters for concern will be raised for Council Members to consider on a case for case basis. Potential opportunities will likewise be raised for the Members attention.

- (4) Attended the following training / seminars / events:
- Communities First Health & Well-being Event;
  - Compassionate Communities project launch;
  - Counter Terrorism Security;
  - New children's play area consultation for community and potential play providers at Felinfoel and Pontyates School;
  - Spice New Year Network Training;
  - Screening of the "Tomorrow" film at Swansea University;
  - Wordpress Website training by Netbop.
- (5) Community Halls:
- Meetings held with:
    - o Felinfoel Community Resource Centre Committee;
    - o Ponthenri Community Hall Committee;
    - o Saron Community Hall Committee;
    - o Trallwm Hall Committee.
  - Contact made with all halls over information for the new website;
  - Contact made with all halls over new bin waste disposal requirements.
- (6) Whole Place Plan:
- Keep Llanelli Tidy:
    - o Attended a litter pick in Llwynhendy on 9 February, organised by a local group;
    - o Council litter pick kit for community use hired out to Ysgol y Felin on 3 April;
    - o Llanelli Litter Task Force meetings on 3 February and 26 May;
    - o Pride In Your Patch meeting attended on 19 May.
  - Time Credits:
    - o Start made to Year 2 in February, with quarterly goals set;
    - o Handed out a total of 105 Time Credits on the following occasions:
      - Llwynhendy residents at their litter pick;
      - Felinfoel Play Area consultation;
      - Pontyates Play Area consultation;
      - Pwll litter pick.
    - o Signed up Swiss Valley Youth Club as a member organisation;
    - o Started process of signing up Trallwm Community Hall and Felinfoel Community Resource Centre.

### 3. LONG TERM IMPLICATIONS

- 3.1 The work carried out over this report period has helped promote both new and existing services available within the Council. Interactions with the community and various projects has provided the opportunity to promote various internal and external sources of support available to our communities.
- 3.2 All work is being considered in line with the Council's Whole Place Plan and its impact on the Wellbeing of Future Generations Act (Wales) 2015.

**8. CONCLUSION**

8.1 That Members note this information report.

Yours sincerely

**COMMUNITY DEVELOPMENT OFFICER**

13 June 2017





LRC COMMUNITY 2016 / 17

1ST POINT ENQUIRIES FOR SUPPORT

ANALYSIS

Enquiries by month

Month	Number	Total for 16/17
APR	9	88
MAY	7	
JUN	5	
JUL	0	
AUG	4	
SEP	24	
OCT	3	
NOV	9	
DEC	6	
JAN	9	
FEB	5	
MAR	7	
-	0	

Type of enquiry

Type	Number
ARTS	8
ACTIVITIES	14
BUILDINGS - NEW BUILD	0
BUILDINGS - IMPROVEMENTS	5
BUILDINGS - SURROUNDING AREA	0
BUILDINGS - RELIGIOUS	0
DAY TRIPS	3
ENERGY / RENEWABLES	1
ENVIRONMENTAL ENHANCEMENTS	14
EQUIPMENT	2
EVENTS	8
HEALTH	2
HERITAGE	6
PLAY AREA	1
RUNNING COSTS	2
SPORTS	8
STAFF COSTS	0
STUDIES	0
TRAINING	1
WORKSHOPS	2
OTHER	10
-	0

Enquiries via Councillor

Type	Number
YES	21
NO	67

Nature of enquiry

Type	Number
Phone	12
eMail	27
Letter	26
Meeting	20
Facebook	0
Twitter	0
Other	3

Enquiry status

Open/Closed	Number
Open	28
Closed	59
-	0

Enquiries by quarter

Quarter	Number
1	21
2	28
3	18
4	21
-	

Enquiries by Ward

Ward	Number
BYNEA	7
DAFEN	11
FELINFOEL	3
GLYN	7
HENGOED	13
PEMBERTON	7
SWISS VALLEY	2
OUTSIDE OF AREA	9
MULTI WARD	23

Whole Place Interventions

Type	Number
PROSPEROUS	5
RESILIENT	4
HEALTHY	26
EQUAL	4
COHESIVE	15
VIBRANT CULTURE...	20
OUR PLACE IN THE WORLD	4
NONE OF THESE	9



**STRUCTURAL APPRAISAL**  
**DAFEN COMMUNITY HALL,**  
**LLANELLI,**  
**CARMARTHENSHIRE**  
**SA14 8LW**

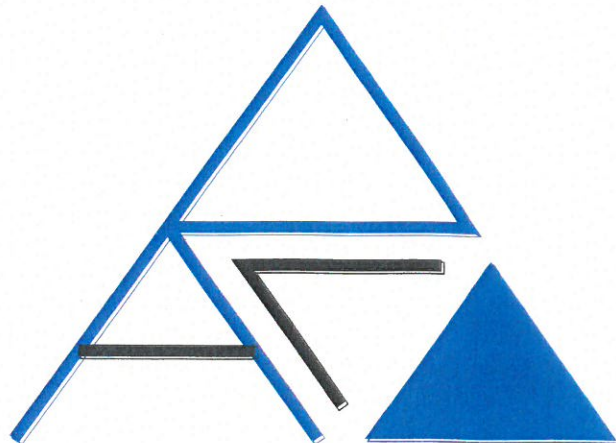
**RCA REF: 19778**

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**STRUCTURAL APPRAISAL**

**DAFEN COMMUNITY HALL,**

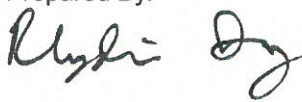


**LLANELLI,**

**CARMARTHENSHIRE**

**SA14 8LW.**

Ref: 19778

Date: MAY-17

Prepared By:	Date:
	MAY-17
.....	.....
Checked By:	Date:
	MAY-17
.....	.....
Approved By:	Date:
	MAY-17
.....	.....

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## 1.0 INTRODUCTION

This structural appraisal has been undertaken by Roger Casey Associates, Ty Mansel, 6 Mansel Street, Carmarthen, SA31 1PX acting on instructions received from the Llanelli Rural Council.

Our appraisal is based on an inspection of the building and contains our considered opinion as to the way the building, or parts of it, have responded to the conditions to which it has been subjected up to the present time.

We made a purely visual inspection only and, as such, we have not inspected woodwork or any other parts of the structure that are covered, unexposed or not readily accessible, and are therefore unable to report that any such part of the building are free from defect.

We did not undertake any excavation work to examine ground conditions or foundations generally, test any drains, electricity, gas, or any other services. Neither did we consult with the statutory authorities.

All reference to locations at the building is made as it is viewed when standing at the front of the building with the cricket field behind facing North.

## 2.0 SCOPE OF WORK

We understand that Llanelli Rural Council have taken over the management of the building in recent years, and they have expressed concern over cracking which is present to the junction of an extension to the building.

Our remit is to undertake a structural inspection of the cracking to the building and subsequently prepare a report summarising our observations, conclusions and recommendations.

Our inspections of the building were made on the 24<sup>th</sup> and 28<sup>th</sup> April 2017 at which time the weather was dry.

This appraisal provides an overview of the structural condition of the walls to the building and, although a number of recommendations are made, this report should not be considered as a detailed schedule of visible defects and repair.

### 3.0 GENERAL

The building comprises of a building which is used by the community as a hall with various rooms adjoining.

The building is thought to have been constructed during the 1980's.

The building has in the past been extended to provide a larger space internally, a part of which is currently used as a stage area to the main hall.

The plot on which the building is constructed is fairly level, however there is a slope from the rear down to the front, with ramps/steps provided for access to the front and right side.

The building is rectangular on plan.

The form of construction of the building is summarised as follows:

Roof – the roof to the building comprises of tile cladding supported by fink type roof trusses.

External walls – the perimeter walls to the building are of cavity wall construction.

Internal walls – the internal wall separating the larger upper area and the lower area appear to be constructed of brick/block.

Ground floor – the floor currently has floor finishes present, however it is assumed that the floor comprises of concrete slabs which are assumed to be ground bearing.



#### 4.0 OBSERVATIONS

We summarise below our observations relating to structural and associated matters based on our inspections to date.

The cracking appears to be located at the junction where the extension meets the existing building. Refer to Photograph 1.

The cracking observed to the hall area, which ranges from hairline to approximately 2mm wide, appears to be all along the ceiling finishes, down both adjacent walls and across the floor finishes. Refer to Photographs 2, 3, 4 and 5.

The cracking across the ceiling is in line with the cracking down the adjacent walls, which are in line with the cracking the the floor tiles. The cracking across the vinyl (possibly asbestos containing) floor tiles appear to have cracked through some tiles and distorted others. Refer to Photograph 6. The artex (possibly asbestos containing) ceiling finishes have spalled in some locations. Refer to Photograph 7. We suggest that professional advice is sought out regarding the risk of asbestos contamination due to the cracked floor tiles and spalling ceiling finishes. The overall pattern of cracking observed suggests that the extension has moved away from the main building.

Externally the junction of the extension and the existing building has flexible expansion joint sealant present. No cracking would show at these locations due to the flexible sealant. Refer to Photographs 8 and 9.

Externally the roof does not appear to show a drop in level or movement. Refer to Photograph 10.

An inspection in the attic appears to indicate that the internal skin of both the existing building and extension comprises of a lightweight concrete type block (Thermalite or similar) internal skin. Refer to Photographs 11 and 12. One of the thermalite blocks to the existing building appears to be loose and could be a safety issue. Refer to Photograph 13. Inspection in the attic did not appear to show any signs of movement.

The layout of the main hall indicates that there may not be sufficient buttressing present for its length to current standards. Refer to Photograph 14.

## 5.0 CONCLUSIONS AND RECOMMENDATIONS

The following conclusions and recommendations are made based on our inspection of the building and our observations to date as summarised above.

As suggested previously, consideration should be given to seeking professional advice regarding the risk of asbestos contamination due to the cracked floor tiles and spalling ceiling finishes.

Settlement of the extension may be the cause of the cracking observed, however based on the pattern of cracking which appears to be of equal magnitude to both ceiling and floor level it is not likely to be the only cause. The cracking may also be caused by thermal expansion and the fact that the walls and concrete slab of the extension may not be sufficiently tied/fixed to the existing building. The lack of buttressing compared to the number of openings may also be a contributing factor. An additional contributing factor could be defective drainage.

It is our considered opinion that the cause of the cracking is likely to be a combination of the aforementioned causes.

In order to investigate the possible cause(s) and determine remedial works that may be needed we recommend the following investigation works are undertaken.

It would be beneficial to undertake a CCTV drainage survey around the building in order to ascertain the condition of the existing drainage and whether any defects could be contributing to the movement.

In order to reduce the risk of the cracking from occurring further we suggest the installation of three number timber noggins to each side of the junction of the extension, with structural restraint straps nailed across the top at 1.2m centres at both ceiling and roof level. Additionally, in order to reduce the risk of further cracking of the walls we recommend that stitching be undertaken using stainless steel Helifix type bar systems (<http://www.helifix.co.uk/applications/repairing-cracks-near-corners-and-openings/>) – embedded in the wall and extended around the internal corner.

With regards to the cracking to the floor, we recommended that the row of tiles along the line of cracking be removed (see previous note regarding asbestos) in order to establish whether there is an expansion joint present. If no joint is present then in order to prevent further cracking and movement of floor finishes it would be advisable to saw cut along the line of cracking and install expansion joint sealant in order to accommodate any future movement. Should the expansion

5.0 **CONCLUSIONS AND RECOMMENDATIONS (Continued)**

joint need to be covered then a flooring threshold T-bar could be installed and fixed to one side of the joint only.

Following these recommendations the cracking should be monitored for continued movement. Should further cracking be evident then a structural engineer should be consulted. At that stage it may be beneficial to undertake a trial hole(s) externally to expose the base of wall/foundation and subsoils and depending on findings local underpinning may be required.

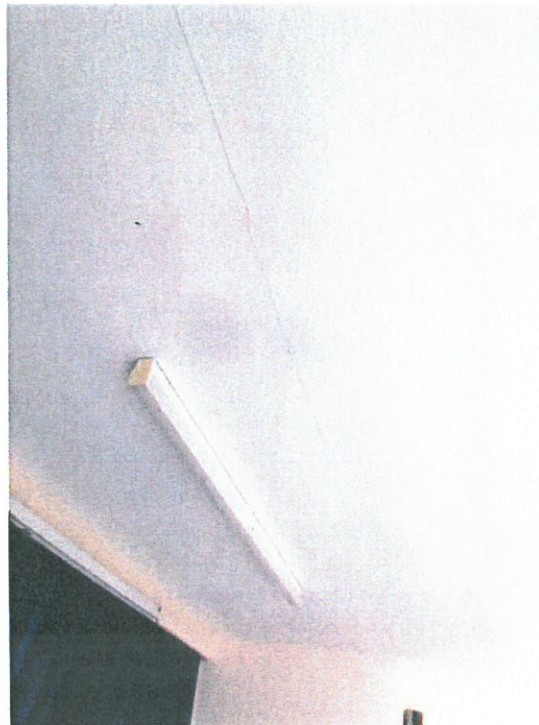


.....  
**Rhydian Day**  
**BEng. (Hons)**  
**Roger Casey Associates Limited**

**Appendix – Photographs**



Photograph 1 – General view of extension area



Photograph 2 – Cracking to ceiling



Photograph 3 – Cracking to front wall



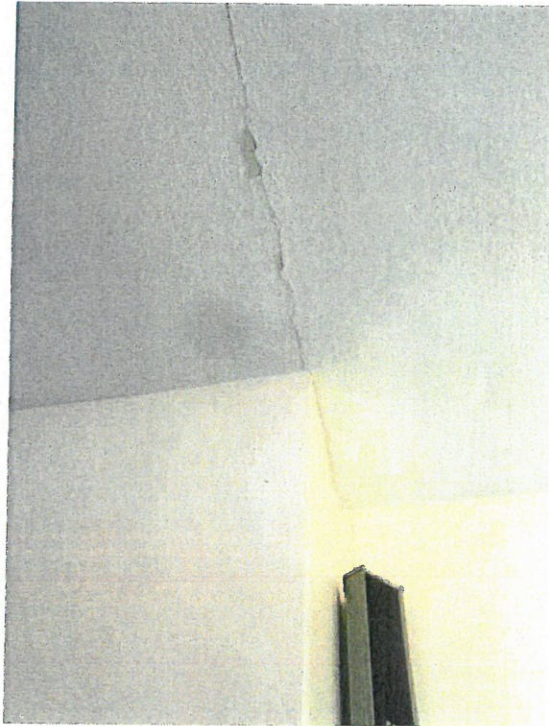
Photograph 4 – Cracking to internal wall



Photograph 5 – Cracking to floor



Photograph 6 – Cracking to floor tiles



Photograph 7 – Spalling finish to ceiling



Photograph 8 – External expansion joint to front wall

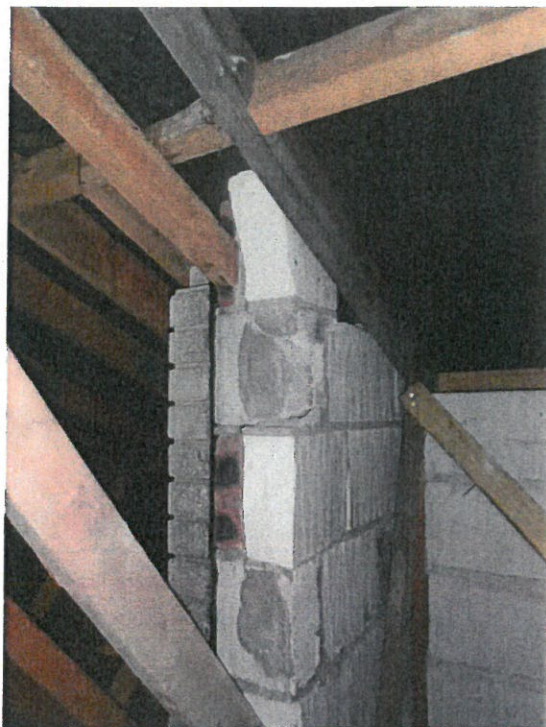


Photograph 9 – External expansion joint to rear wall



Photograph 10 – No signs of movement to roof





Photograph 11 – Lightweight concrete type block (Thermalite) internal skin to the existing building



Photograph 12 – Lightweight concrete type block (Thermalite) internal skin to the extension



Photograph 13 – Loose block in attic



Photograph 14 – Long wall with large openings and likely insufficient butressing

**Darren Rees**

**From:** Veronica Haines <hainesveronica@hotmail.com>  
**Sent:** 10 June 2017 16:21  
**To:** Darren Rees  
**Cc:** Sian Caiach; Penny Edwards  
**Subject:** Pwll Park grant  
**Attachments:** Bags\_of\_Help\_Project\_Consent\_Form\_February\_2017.docx; Pwll park seating 001.jpg

Dear Darren,

The Pwll Tenants and Residents Association, of which I am a member, is applying for funding under the Tesco Bags of Help scheme to develop a small community garden and seating area in the north west corner of Pwll Park. To this end we are seeking the permission of Llanelli Rural Council, as landowners. The attached form, duly completed by the appropriate person, needs to be submitted with the application.

The grant is for between £1,000 and £4,000 and is awarded monthly to qualifying projects following success in a token voting system in the local Tesco store. Unsuccessful applications can be re-submitted monthly without alteration.

The envisaged scheme is to consist of two benches and a litter bin with a few large boulders behind, and hopefully surrounded by some flower beds or areas of wild flowers, depending on costings. Graham Williams, Technical Services Manager, has already been consulted on this matter. If this application is successful it is hoped that the area can be added to with more funding bids in the future. I am attaching a rough sketch showing the approximate position of the seating area.

Following the success of the children's play area, it would be nice to have a complimentary facility at the other end of the park, and I am sure it would be appreciated by the older residents.

Regards,

Mrs. Veronica Haines  
 Pwll Tenants and Residents Association

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	12 JUN 2017
FILE REF.	
PASSED TO	DR/R&W



## PROJECT CONSENT FORM

This form is **MANDATORY** and needs to be completed if your project is undertaking physical improvement in an indoor or outdoor space.

### HOW TO COMPLETE THIS FORM

- If any aspect of your project involves undertaking physical improvement in an indoor or outdoor space, the LANDOWNER / LEASEHOLDER needs to complete **Section 1** (see the end of section 1 for projects taking place on multiple sites).
- The PROJECT MANAGER needs to sign section 2.

### SECTION 1 - LANDOWNER / LEASEHOLDER CONSENT

#### Note for SCHOOLS

If you are a school and you lease the land from the Local Authority, the school can complete and sign this form. Please note, the signatory needs to be the **Head or Deputy Head of the School**.

#### Notes for LEASEHOLDERS

If you lease land and have a lease agreement approved that exceeds three years, **your group** can sign this form.

By ticking the below box and providing your contact details, you give your consent for the project to go ahead.

I am  the Landowner  
(for the location of the project)

the Leaseholder  
(Leaseholders need to have a lease agreement of at least 3 years or more)

#### Contact Details:

Title (Mr, Mrs, Ms etc)		
Full Name		
Contact Address		
Postcode		
Contact Number	Mobile	
	Landline	
Email		

#### Multiple Sites (where applicable):

This project takes place on more than one site.\*

# TESCO Bags of Help

\*Please provide additional Landowner / Leaseholder details for **all** sites in the 'Additional Information' box at the end of this form. Include; the Landowner / Leaseholder's Full Name(s), Contact Address(es), Contact Number(s) and email address(es). You will also need to ensure that each Landowner has been consulted on points 1 and 2 of Section 2.

## SECTION 2 - THE PROJECT MANAGER NEEDS TO COMPLETE THIS SECTION ONLY

Project Name	
Organisation Name	
Position in Organisation	

All four boxes must be ticked.

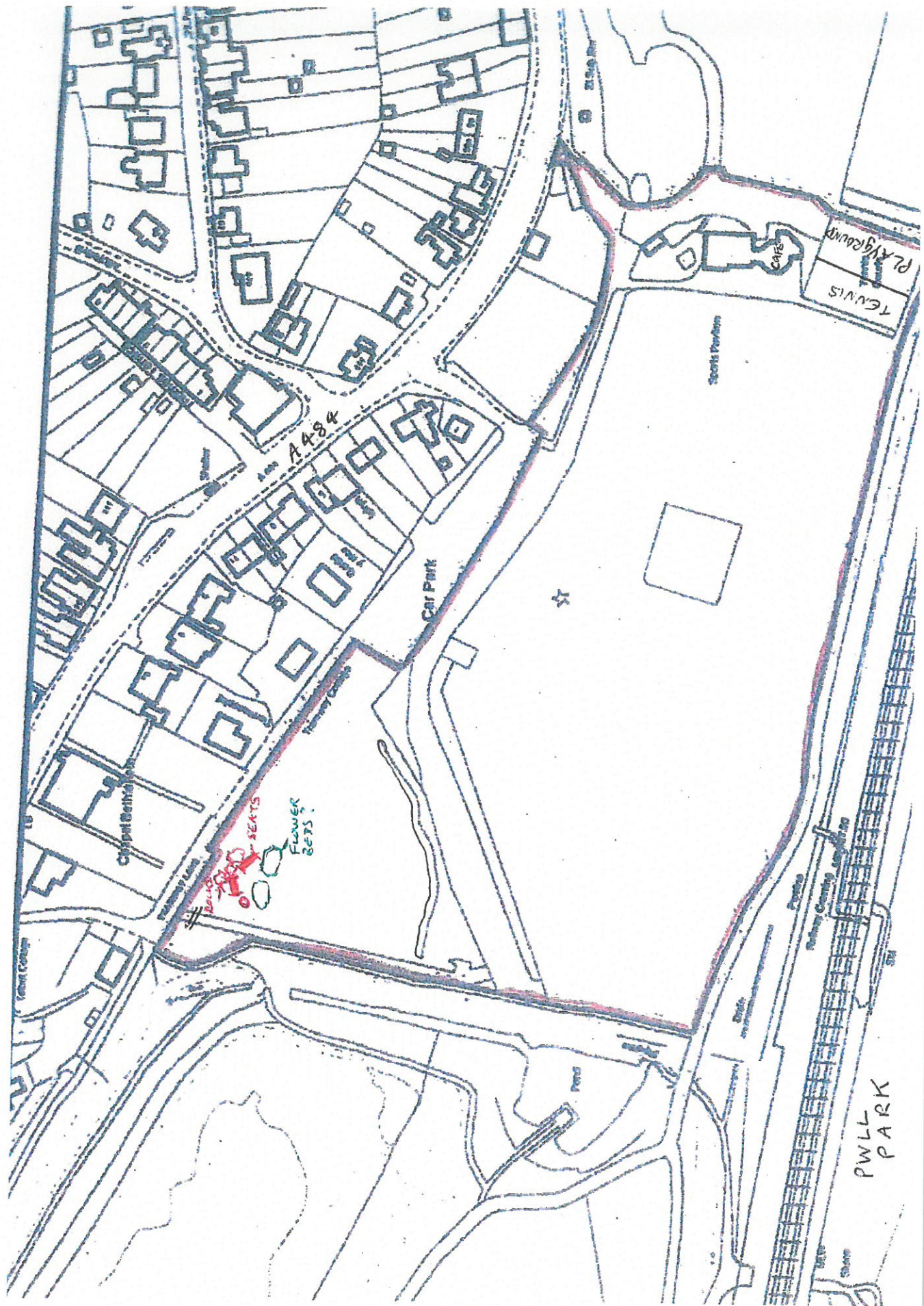
- 1)  I confirm that the Landowner / Leaseholder has read the project proposals and is happy with them.
- 2)  I confirm that I have considered whether any permissions are required (eg. Planning Permission, project permissions (e.g trips), Environmental Agency, English Heritage) and will adhere to any conditions attached.
- 3)  I confirm that any required insurances (eg. public, employer liability) are in place for the project to go ahead.
- 4)  I confirm that any relevant legislation (eg. Health and Safety, Equal Opportunities, Child Protection) will be adhered to.

Signed (this can be typed in)	
Print Name	
Date	

**Additional Information** (If there is anything else you wish us to be aware of please note it below. If applicable, also provide additional Landowner / Leaseholder details):-

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Pwll Park  
TEUNIS

Scotts Pavilion

Cafe

A 484

Car Park

★

Café

BENCHES  
SEATS  
FLOWER BEDS

Paving Company

PWLL PARK

Shore

