

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

**PWYLLGOR LLES A HAMDDEN**  
**A gynhelir yn Siambr y Cyngor dydd Mawrth, 23 Mai, 2017, am 4.45 y.p.**



**CLERC y CYNGOR**

18 Mai, 2017.

**AGENDA**

1. Derbyn ymddiheuriadau am absenoldeb.
2. Derbyn Datganiadau o Fudd Personol gan Aelodau o ran y materion sydd i'w trafod.
3. Gwaredu Gwastraff – Neuadd Cymunedol – Ymhellach i gofnod rhif 538,
  - (1) dderbyn Marie Kathrens and Martyn Jones, Adain Gorfodi Materion Amgylcheddol, Y Gwasanaethau Stryd, Cyngor Sir Gâr, i drafod gwaredu gwastraff yn neuaddau cymunedol y Cyngor.
  - (2) derbyn adroddiad Rheolwr y Gwasanaeth Claddu a Thechnegol a'r Swyddog Datblygu Cymunedol ar waredu gwastraff a chytuno ar ymateb y Cyngor.
4. Penodi Is-bwyllgor.
5. Cyfleusterau Cymunedol – Gwaith Cynnal A Chadw - nodi er gwybodaeth, adroddiad cynnydd gan y Rheolwr y Fynwent ar waith sydd wedi ei wneud.
6. Darpariaeth Diffibrilwyr yn y Gymuned – mater i'w gynnwys ar yr agenda ar gais y Cynghorydd S. L. Davies.
7. Clwb Criced Felinfoel - Cyllid – ystyried gohebiaeth a dderbyniwyd oddi wrth Ysgrifennydd Clwb Criced Felinfoel ac chytuno ar ymateb y Cyngor.
8. Clwb Rugbi Pêl-droed Pontiets – nodi er gwybodaeth, lythyr o ddiolch a dderbyniwyd gan Mr N Davies, Clwb Rugbi Pêl-droed Pontiets.

**Penodir yr Aelodau i'r Pwyllgor hwn yn y Cyfarfod Blynnyddol Gohiriedig sydd i'w gynnal ar 18 Mai, 2017. Byddwch gystal â nodi a ydych chi wedi cael eich penodi a chadw'r Agenda hon ar gyfer y cyfarfod ddydd Mawrth.**



# 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, 23 May, 2017, at 4.45 p.m.



CLERK to the COUNCIL

18 May, 2017.

### AGENDA

1. To receive apologies for absence.
2. To receive Members' Declarations of Interest in respect of the business to be transacted.
3. Waste Disposal – Community Halls – further to Minute No. 538,
  - (1) to receive Marie Kathrens and Martyn Jones, Environment Enforcement Department, Street Scene, Carmarthenshire County Council to discuss waste disposal at the Council's community halls.
  - (2) to receive the report of the Technical and Burial Service Manager and Community Development Officer on waste disposal and to agree the Council's response.
4. Appointment of Sub-Committee.
5. Community Facilities – Maintenance Works - to note for information, a progress report from the Technical and Burial Services Manager on work undertaken.
6. Community Provision of Defibrillators – matter requested for inclusion on the agenda by Cllr. S. L. Davies.
7. Felinfoel Cricket Club - Funding – to consider correspondence from the Secretary, Felinfoel Cricket Club and to agree the Council's response.
8. Pontyates Rugby Football Club – to note for information a letter of appreciation received from Mr N Davies, Pontyates Rugby Football Club.

Members serving on this Committee will be appointed at the Adjourned Annual Meeting to be held on 18 May, 2017. Please note whether you are appointed and retain this Agenda for Tuesday's meeting.



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

ITEM No. 3 -(2)

Date of meeting - 23 May, 2017.

Dear Councillor,

**WASTE DISPOSAL: COMMUNITY HALLS AND SPORTS FACILITIES**

**1. PURPOSE OF REPORT**

- 1.1 To report on progress of the review of waste disposal arrangements for council community halls and sports facilities.

**2. BACKGROUND**

- 2.1 The Environmental Protection Act 1990 states that anyone who produces, stores, transports, treats or disposes of waste must take all reasonable steps to ensure that waste is managed properly.
- 2.2 The Act defines waste from premises used for a trade or for the purposes of sport, recreation or entertainment as business waste. We have been notified by Carmarthenshire County Council Environmental Enforcement Department that waste produced by activities that take place at Council community halls, sports pavilions and changing rooms is classified in law as business waste and therefore must be disposed of as such. It is an offence to dispose of business waste by using services that are intended for the disposal of domestic waste.
- 2.3 The Act introduces a duty of care that all responsible persons must comply with. This duty of care is imposed under section 34 of the Environmental Protection Act 1990. A breach of the duty of care could lead to persons facing an unlimited fine if convicted in the Magistrates Court.
- 2.4 A review of the waste management arrangements for council facilities was undertaken during May 2017. This revealed that the vast majority of the council's community halls and sports facilities did not comply with the legal responsibilities under the Act.
- 2.5 The review was undertaken following a request for information by Carmarthenshire County Council Environmental Enforcement Department following an officer's visit to a community hall in response to a report of fly tipping.
- 2.6 Further discussions took place with the Environmental Officer and an advisory letter was issued to all community hall and sports facility committees in April 2017 (Appendices 1 and 2).
- 2.7 The review highlighted it was customary in most facilities for hirers to be asked to remove the waste from the premises themselves. It should be noted that it is not permissible. The Act is clear that any waste arising from an activity within the facility is considered as being produced by the facility and therefore must be treated as business waste by the facility.

- 2.8 Officers from Carmarthenshire County Council Environmental Enforcement Department will be in attendance at the meeting to provide further information on this matter (Minute 538 refers of the meeting held on 20 April, 2017 refers).

### **3. PRESENT POSITION**

- 3.1 Five Roads Community Hall Committee has a long-standing waste disposal contract in place.
- 3.2 The committees of Ponthenri Community Hall and Pwll Pavilion have recently taken out waste disposal contracts for their facilities.
- 3.4 Representatives from community hall committees and sports clubs have been invited to attend the committee meeting on 23 May 2016 to observe Members discussions with the county council's environmental officers.
- 3.5 Information has previously been provided regarding the typical costs for waste disposal in wheeled bins. A scheme also exists where non-domestic or trade waste can be placed in pre-purchased bags, the cost of which includes disposal.
- 3.6 Examples of contracted disposal costs:
- Ponthenri Community Hall – provider: Browns; cost £40 per month, including the hire of one lockable bin and disposal bi weekly.
  - Five Roads Community Hall – provider: Cwm Environmental; cost £63 per month for the hire of two bins on hire with bi weekly disposal.
- 3.7 Carmarthenshire Recycling & Environmental Services (CRES) provides pre-paid trade waste bags. The cost of a bag is £4.70 plus VAT (£5.64) and they are purchased in a roll of 25 (£117.50 or £141.00 VAT inclusive). The cost includes the collection and disposal of the waste by the licenced waste carrier. There is no minimum pick up contract; arrangements to collect up the bags once full are made by contacting CRES directly.

### **4. PROPOSAL**

- 4.1 The community hall and sports facilities will produce different volumes of waste due to the range of activities that can take place. Some activities may not produce any waste e.g. a choir rehearsal, group meeting, keep fit or martial arts class, however a children's party could probably produce significant waste.
- 4.3 The selection of the most appropriate disposal arrangements will differ between the facilities. This could range from formal contracts that include the hire of bins and pre-arranged regular pickups for larger volumes of waste to an arrangement where waste bags are pre-purchased from a waste carrier that are picked up as and when needed. A system more suited to low volume waste producers.
- 4.4 Whichever system is introduced the waste will need to be safely and hygienically stored somewhere on the premises until it can be disposed of. This is vitally important especially if food waste is involved and will be a challenge to varying degrees for each facility.

- 4.5 A range of storage bins are available (appendix 2). The volume and type of waste that will be produced needs to be carefully considered to ensure the most suitable storage provisions are selected.
- 4.6 Members may wish to consider assisting the community halls by approving the purchase of storage bins if provision is not already in place. However, there is no budget in place for 2017/18.
- 4.7 The cost of the bins can vary from £95 for a 360 litre two wheeled bin to £500 for a four wheeled 1100 litre lockable bin (Appendix 3).
- 4.8 A review of the volume and type of waste each facility produces will need to be undertaken to assess the storage requirements and the most suitable disposal arrangements. The Technical & Burial Services Manager, as well as the Community Development Officer, is available to assist in assessing the requirements for each facility.

### 3. SUSTAINABILITY AND WELL-BEING CONSIDERATIONS

- 3.1 Ensuring the Council facilities operate legally compliant waste management systems 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 CD10	✓	✓	✓	✓	✓	✓	
Serving the Public	STP1 STP3 STP5 STP9	✓	✓		✓		✓	✓
Acting as a Local Voice	LV1 LV2 LV3 LV4 LV5	✓		✓	✓	✓	✓	✓
Quality of Life								
(1) Environment	QL1	✓	✓	✓		✓		✓
(2) Social Inclusion	QL3				✓	✓		✓
Safe and Healthy Places	QL5			✓	✓	✓		
Sports, Leisure and Cultural Activities	SLC1			✓	✓		✓	
The Local Economy								
Local Democracy	LD1 LD2 LD3				✓	✓		✓
Partnership Working	PW1 PW2 PW5 PW6	✓			✓	✓		✓
Communication	C5	✓			✓		✓	✓
Health and Safety	HS1 HS2 HS3 HS5	✓		✓	✓	✓		✓
Resources	R1 R2 R3	✓	✓					✓
Management and Control	MC3 MC4 MC5	✓			✓			✓

### 4. PUBLIC INVOLVEMENT

4. The hall and sports team management committees are volunteer groups and therefore have involvement opportunities arising from the establishment of legally compliant waste management systems.

**5. COLLABORATION OPPORTUNITIES**

- 5.1 There are opportunities to collaborate with Carmarthenshire County Council and the community hall and sport team groups to establish and maintaining compliant waste management systems.

**6. PREVENTATIVE MEASURES/CONSIDERATIONS**

- 6.1 Legally compliant waste management systems promote the principles of sustainability in council activities. Non-compliance with the Environmental Protection Act could lead to prosecution of principal individuals within the hall committee and sport teams management groups.

**7. RECOMMENDATION**

- 7.1 It is recommended to continue to support all the hall committees and associated sports teams in achieving and maintaining legally compliant waste management systems.

I look forward to receiving Members' views at the meeting.

Yours sincerely,

**TECHNICAL AND BURIAL SERVICES MANAGER**

18 May, 2017.





# Cyngor Gwledig LLANELLI Rural Council

Clerc i'r Cyngor  
**Mark Galbraith** A.C.I.S.  
Clerk to the Council

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Fy nghyf:  
My ref: **DJR/KPH/C15**

Eich cyf:  
Your ref:

Gofynnwch am:  
Please ask for: **Darren Rees**  
[darren.rees@llanelli-rural.gov.uk](mailto:darren.rees@llanelli-rural.gov.uk)  
**Graham Williams**  
[graham.williams@llanelli-rural.gov.uk](mailto:graham.williams@llanelli-rural.gov.uk)

23 March 2017

Dear Mr.

## WASTE DISPOSAL: COMMUNITY HALLS' AND SPORT FACILITIES

It has been brought to the Council's attention by Carmarthenshire County Council's Environmental Enforcement Officers that a review is urgently required into how our community hall and sport facilities dispose of their waste.

Enclosed is an information and advice sheet on business waste.

The information provided explains that waste from premises used for a business or for the purposes of sport, recreation or entertainment has to be treated as commercial waste. We have discussed the varied uses of our community halls and sports facilities with environmental officers from Carmarthenshire County Council and have been advised that all waste generated by activities at community halls and sporting facilities is considered as commercial waste and must be disposed of as such. Therefore, the hall and sport team committees, must ensure that they are taking reasonable steps to comply with their responsibilities to ensure the waste generated by the activities at the facilities (halls and changing rooms) is stored and disposed of legally.

The following practices are not permitted:

- Asking hall hirers to dispose of the waste they generate at the hall.
  - Placing waste bags out for collection by Carmarthenshire County Council domestic refuse service.
- Mae Cyngor Gwledig Llanelli yn croesawu gohebiaeth yn Gymraeg neu yn Saesneg  
Llanelli Rural Council welcomes correspondence in Welsh or English



Carmarthenshire County Council also provides a trade waste collection service but there are many other local registered waste carriers that can provide a collection service.

It may be possible for the Rural Council to negotiate reduced rates if we negotiate on behalf of all our community halls and sports teams and assist in setting up the appropriate contracts. The contracts will be issued in the name of the hall committee or sports team and the responsibility for costs and complying with the law when disposing of the waste will remain with the community hall facilities and the sports teams.

We are writing to each of our hall committees and sports teams on this matter.

If you have any questions please contact Graham Williams (01554 773710) or Darren Rees (01554 774103) at Llanelli Rural Council.

Thank you in advance for your co-operation in this urgent matter.

Yours sincerely

A handwritten signature in dark ink, appearing to read 'Mark Galloway', written in a cursive style.

Clerk to the Council



## 4 Wheeled Outdoor Litter Bins

**Strong, tough and robust construction 4 wheeled bins**

- Manufactured from UV stabilised polyethylene
- Long lasting product due to tough and durable construction
- Available with or without lockable lids, or with a drop down front which is secured with a lift and release latch
- Available in a wide choice of sizes and capacities
- Four colour options available to choose from

### Top Tip!

Wheelie bins are available with lockable lids to prevent unauthorised use, or drop down fronts to make loading easier.

### Without Lockable Lid

CAPACITY (litres)	DIMENSIONS H x W x D (mm)	COLOUR	WEIGHT (kg)	ORDER REF	PRICE BREAKS		
					1	2-5	6+
660	1200 x 1350 x 770	BLUE	45	E377382	£269.00	£262.28	£255.55
660	1200 x 1350 x 770	GREEN	45	E377383	£269.00	£262.28	£255.55
660	1200 x 1350 x 770	GREY	45	E377384	£269.00	£262.28	£255.55
660	1200 x 1350 x 770	YELLOW	45	E377385	£269.00	£262.28	£255.55
770	1360 x 1350 x 770	BLUE	55	E377386	£299.00	£291.53	£284.05
770	1360 x 1350 x 770	GREEN	55	E377387	£299.00	£291.53	£284.05
770	1360 x 1350 x 770	GREY	55	E377388	£299.00	£291.53	£284.05
770	1360 x 1350 x 770	YELLOW	55	E377389	£299.00	£291.53	£284.05
1100	1450 x 1400 x 1200	BLUE	67	E377394	£315.00	£307.13	£299.25
1100	1450 x 1400 x 1200	GREEN	67	E377395	£315.00	£307.13	£299.25
1100	1450 x 1400 x 1200	GREY	67	E377396	£315.00	£307.13	£299.25
1100	1450 x 1400 x 1200	YELLOW	67	E377397	£315.00	£307.13	£299.25

7-10 working days



E377382



E378482

### With Lockable Lid

CAPACITY (litres)	DIMENSIONS H x W x D (mm)	COLOUR	WEIGHT (kg)	ORDER REF	PRICE BREAKS		
					1	2-5	6+
660	1200 x 1350 x 770	BLUE	45	E377390	£329.00	£320.78	£312.55
660	1200 x 1350 x 770	GREEN	45	E378482	£329.00	£320.78	£312.55
660	1200 x 1350 x 770	GREY	45	E377391	£329.00	£320.78	£312.55
660	1200 x 1350 x 770	YELLOW	45	E377392	£329.00	£320.78	£312.55
770	1360 x 1350 x 770	BLUE	55	E377393	£359.00	£350.03	£341.05
770	1360 x 1350 x 770	GREEN	55	E377961	£359.00	£350.03	£341.05
770	1360 x 1350 x 770	GREY	55	E377963	£359.00	£350.03	£341.05
770	1360 x 1350 x 770	YELLOW	55	E377962	£359.00	£350.03	£341.05
1100	1450 x 1400 x 1200	BLUE	67	E377964	£389.00	£379.26	£369.55
1100	1450 x 1400 x 1200	GREEN	67	E378013	£389.00	£379.26	£369.55
1100	1450 x 1400 x 1200	GREY	67	E378480	£389.00	£379.26	£369.55
1100	1450 x 1400 x 1200	YELLOW	67	E378481	£389.00	£379.26	£369.55

7-10 working days

### With Drop Down Front

CAPACITY (litres)	DIMENSIONS H x W x D (mm)	COLOUR	WEIGHT (kg)	ORDER REF	PRICE BREAKS		
					1	2-5	6+
770	1360 x 1350 x 770	BLUE	57.5	E377965	£469.00	£457.28	£445.55
770	1360 x 1350 x 770	GREEN	57.5	E377966	£469.00	£457.28	£445.55
770	1360 x 1350 x 770	GREY	57.5	E377972	£469.00	£457.28	£445.55
770	1360 x 1350 x 770	YELLOW	57.5	E377973	£469.00	£457.28	£445.55
1100	1450 x 1400 x 1200	BLUE	69.5	E377974	£489.00	£476.78	£464.55
1100	1450 x 1400 x 1200	GREEN	69.5	E377975	£489.00	£476.78	£464.55
1100	1450 x 1400 x 1200	GREY	69.5	E377976	£489.00	£476.78	£464.55
1100	1450 x 1400 x 1200	YELLOW	69.5	E377977	£489.00	£476.78	£464.55

7-10 working days



E377977



## Wheelie Bins

High quality wheelie bins available in a range in a wide range of colours and sizes

- Manufactured from UV stabilised polyethylene in accordance with strict European specifications including EN-840, RAL and DIN30760
- Polyethylene construction is high quality and high density
- Resistant to chemicals, UV, heat and frost
- Compliant with current regulations regarding noise reduction
- Can be easily recycled
- Capacities ranging from 80 litres to 360 litres

CAPACITY (litres)	DIMENSIONS H x W x D (mm)	COLOUR	ORDER REF	PRICE BREAKS		
				1	2 - 5	6+
80	930 x 445 x 525	GREY	E331265	£38.00	£37.05	£36.10
80	930 x 445 x 525	BLUE	E331261	£38.00	£37.05	£36.10
80	930 x 445 x 525	RED	E331270	£38.00	£37.05	£36.10
80	930 x 445 x 525	YELLOW	E331275	£38.00	£37.05	£36.10
80	930 x 445 x 525	GREEN	E331264	£38.00	£37.05	£36.10
120	930 x 480 x 555	GREY	E331110	£45.00	£43.88	£42.75
120	930 x 480 x 555	BLUE	E331106	£45.00	£43.88	£42.75
120	930 x 480 x 555	RED	E331115	£45.00	£43.88	£42.75
120	930 x 480 x 555	YELLOW	E331120	£45.00	£43.88	£42.75
120	930 x 480 x 555	GREEN	E331109	£45.00	£43.88	£42.75
140	1070 x 480 x 555	GREY	E331151	£46.00	£44.85	£43.70
140	1070 x 480 x 555	BLUE	E331147	£46.00	£44.85	£43.70
140	1070 x 480 x 555	RED	E331156	£46.00	£44.85	£43.70
140	1070 x 480 x 555	GREEN	E331150	£46.00	£44.85	£43.70
240	1070 x 580 x 740	GREY	E331183	£49.00	£47.78	£46.55
240	1070 x 580 x 740	BLUE	E331179	£49.00	£47.78	£46.55
240	1070 x 580 x 740	RED	E331188	£49.00	£47.78	£46.55
240	1070 x 580 x 740	YELLOW	E331193	£49.00	£47.78	£46.55
240	1070 x 580 x 740	GREEN	E331182	£49.00	£47.78	£46.55
360	1070 x 620 x 860	GREY	E331221	£95.00	£92.63	£90.25
360	1070 x 620 x 860	BLUE	E331217	£95.00	£92.63	£90.25
360	1070 x 620 x 860	RED	E331226	£95.00	£92.63	£90.25
360	1070 x 620 x 860	YELLOW	E331231	£95.00	£92.63	£90.25
360	1070 x 620 x 860	GREEN	E331220	£95.00	£92.63	£90.25



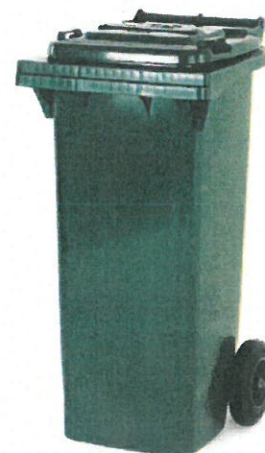
1-3 working days



E331188



E331147



E331183



WBM-0240-XXX

## Galvanised Wheelie Bins

Standard domestic size galvanised steel wheelie bins.

- Industrial strength galvanised steel bins made to resemble the traditional plastic counterpart
- Suitable for warm, bulky or more hazardous materials that would damage a traditional wheelie bin
- 2 large cushion tyre wheels

CAPACITY (litres)	DIMENSIONS H x DIA (mm)	ORDER REF	PRICE BREAKS		
			1 - 4	5 - 9	10+
120	930 x 480 x 580	WBM-0120-XXX	£235.20	£223.44	£211.68
240	1100 x 600 x 750	WBM-0240-XXX	£249.45	£236.98	£224.51



1-3 working days



# Business Waste Information and Advice

## What is business waste?

The Environmental Protection Act 1990 defines business waste as waste from premises used for a trade or business or for the purposes of sport, recreation or entertainment. The Act introduces a "duty of care" which all businesses must comply with.

## "Duty of Care" – what does it mean?

You must take all reasonable steps to keep waste safe and dispose of it properly. If you give your waste to someone else you must make sure that they are licensed to collect and dispose of it in accordance with the duty of care.

## How should business waste be stored and disposed of?

You are responsible for and must control storage and disposal of your business waste.

You must ensure:

- All waste is kept safely and securely in a suitable container.
- Whoever you give your waste to has the authority to take it i.e. a *registered waste carrier*.
- When your waste is transferred a *waste transfer note* must accompany it.
- Waste Transfer Notes must be kept for two years and be made available to an authorised officer upon request.

## What steps do I need to take to comply with my "duty of care"?

You should:

- Purchase or hire suitable bins to store your waste.
- Store your waste securely and safely – in a container so that the public, animals or vermin cannot gain access.
- Set up a contract with a registered waste carrier, to provide you with bins for storage, a collection service and the necessary paperwork.
- Inform all your staff how they should dispose of refuse legally – preferably in writing.

## What am I not allowed to do with my business waste?

You are **NOT** allowed to:

- Take your business waste home with you and put it in your household bin.
- Take your business waste to the Council's Household Waste Recycling Centre unless you declare it as business waste at the transfer station and pay the relevant disposal fee.
- Place your business waste in any public litter bin or public recycling bank.

**Failure to comply may lead to prosecution and a fine.**

## How can I arrange a collection of my business waste?

The local authority provides a trade waste collection service but there are many other competitively priced local registered waste carriers that can provide you with a collection service. These can be found in telephone directories or online.

For further information visit [www.carmarthenshire.gov.uk](http://www.carmarthenshire.gov.uk)



Date of meeting: 23 May, 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
  - install new signage outside boiler room;
  - adjustment to door closers;
  - replace ceiling tiles;
  - reposition furniture for AGM;
  - assemble electrical heaters;
  - emulsion chamber wall;
  - re-hang curtains;
  - weed and tidy front areas;
  - weekly waste collection.
- (2) Dafen Community Hall
  - housekeeping checks;
  - litter pick.
- (3) Felinfoel Resource Centre
  - purge showers and disinfect;
  - empty bins and litter pick;
  - repair toilet flush in ladies toilet;
  - repairs to toilet seat in ladies toilet;
  - repairs to toilet roll dispenser;
  - clean skylight lenses;
  - utility meter readings at Felinfoel Community Resource Centre.
- (4) Five Roads Community Hall
  - litter pick;
  - housekeeping checks.
- (5) Furnace Community Hall
  - housekeeping checks;
  - grass cutting, spray weed killer.
- (6) Llanelli District Cemetery
  - repairs to tarmac road surfaces;
  - strimming;

- hedge cutting;
  - spraying weed killer;
  - prepared for grave digging;
  - transport wheelie bins.
- (7) Ponthenri Community Hall
- empty bins and litter pick;
  - housekeeping checks;
  - install new notice boards;
  - spray weed killer.
- (8) Ponthenri Changing Rooms
- empty bins and litter pick;
  - purge showers and disinfect;
  - housekeeping checks.
- (9) Pwll Pavilion
- empty bins and litter pick;
  - repairs to ladies toilets;
  - repairs to front door mechanism;
  - repairs to vandalised window;
  - spraying.
- (10) Sandy and Stradey Community Hall
- litter pick;
  - housekeeping checks;
  - cut grass and sprayed weed killer.
- (11) Saron Community Hall
- empty bins and litter pick;
  - housekeeping checks;
  - cut grass, sprayed weed killer.
- (12) Swiss Valley Community Hall
- litter pick;
  - repairs to central heating pipes;
  - cut grass, sprayed weed killer.
- (13) Trallwm Community Hall
- purge showers and disinfect;
  - empty bins and litter pick;
  - housekeeping checks;
  - cut grass, sprayed weed killer.
- (14) White Lion Depot
- sprayed weed killer;
  - moved storage container to Felinfoel RC;
  - deliveries of bulk loam, seed etc.
- (15) Porterage Services
- chairs to/from Five Roads, Trallwm, Furnace; Vauxhall, Dafen;
  - remove damaged chairs from Trallwm hall;
  - waste trailer to White Lion depot;
  - tables and chairs to/from Saron, Ponthenri, Furnace.



(16) Machinery

- equipment maintenance, pre use checks and general adjustments;
- commissioning/training on new grounds maintenance equipment.

(17) Maintenance works to play areas and recreation grounds

- litter pick parks, halls and empty waste bins;
- repairs to carousel links, Tir Eynon;
- maintenance to Cricket square Felinfoel cricket;
- maintenance to Cricket square Dafen cricket;
- maintenance to Bowling green Dafen;
- repairs to Havelock and Parc y Dre bowls greens;
- maintenance to Bowling green Havelock Park;
- maintenance to Bowling green Parc y Dre;
- grass cutting football and rugby pitches;
- mark out football and rugby pitches;
- mark out running track Pwll school sports day;
- litter pick Swiss Valley shops area;
- cut grass, hedgerows and boundaries at Trallwm, Tir Einon, MUGA, Felinfoel, Swiss Valley, Ponthenri, Five Roads; Close y Gelli, Cynheidre, Pwll, Berwick, Bryn Golau, Dafen;
- monthly playground inspections at Trallwm, Tir Einon, Felinfoel, Swiss Valley, Ponthenri, Five Roads; Close y Gelli, Cynheidre, Pwll, Berwick, Bryn Golau, MUGA, Dafen.

(18) Maintenance to footpaths in the following Wards

Hengoed

Penyfai Lane to Dell  
Penyfai Lane to Stradey Castle  
Constitution Hill to Sandy  
Consitution Hill  
Libinus to Pant Hywel Farm  
Maes y Haf to Cwm Ivor Road  
Stradey Woods to Penrhyn Farm  
Pentreporth to Furnace Ponds  
Pentreporth to Pleasant View  
Pentreporth to Lon Y Dderwen  
Hengoed Lane to Ty-Du Farm  
Pleasant View to Panteg  
Hengoed Farm to Furnce Pond  
Steps at the Dell  
Penyfai Lane to Cwmbach

Swiss Valley

Llethri Road to Graig Llwyd  
Swiss Valley Reservoir  
Y Lan to Heol Beili Glas  
Hilltop to Llanon Road  
Heol y Nant to Pennant

Felinfoel

Llundain Fach to Long Row  
Trebulan to Pleasant View  
Trebulan to Tan y Rhodyn  
Parc Bryn Mawr to Llundaun Fach  
Brynsiriol to Penygaer fields

Bryngwyn Road to Brinsiriol  
Co-op to Ynyswen  
Baptism Pool to Ynyswen  
Long Row to Reservoir

### 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. It also works in collaboration with Llanelli Town Council in

carrying out grounds maintenance duties on parks and playing fields asset transferred from the County Council.

**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

**CEMETERY MANAGER**

18 May, 2017



**Dawn Jones**

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**Subject:** FW: RE: Llwynhendy Area.

**From:** Cllr. Sharen Davies  
**Sent:** 27 February 2017 17:32  
**To:** 'Darren Rees'  
**Subject:** RE: Llwynhendy Area. [Filed 27 Feb 2017 17:31]

Hi Darren,

I was informed by carried that the cost is £1,000 and they will carry out all necessary maintenance for 10years on the equipment.

Please could we look into this with hopefully, with match funding each area could recive a defibrillator?

Regards

Sharen

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**From:** Darren Rees [<mailto:Darren.Rees@llanelli-rural.gov.uk>]  
**Sent:** 27 February 2017 17:02  
**To:** Cllr. Sharen Davies  
**Subject:** RE: Llwynhendy Area.

Hi Sharen

Hope you are well. Sorry for the delay, I've been on annual and compassionate leave since February 16<sup>th</sup>. I'll be taking further leave on Wednesday, Thursday and Friday this week.

With regards to the Rural applying for defibrillators, this would have to be agreed by Recreation and Welfare Committee in the first instance. It is possible, if the project is eligible, for the Rural to apply to Awards For All for funding however I believe the grant maximum of £5,000 will mean that maybe a maximum of three can be purchased. This may lead to a debate at R&W into which ward gets priority.

I recently looked into the community purchase of defibrillators for Cllr Robert Evans in Felinfoel which yielded the following findings:

**British Heart Foundation** do grants. Jayne Lewis is the BHF rep for this area.

- £400 match funding required
- BHF fund the rest
- Grant open in April
- Jayne and provided good advice on boxes to house the defibrillator, installing and the Welsh Ambulance service's role in training volunteers.

**Grant**

- Open again in April. Very popular last year and they ran out of funding by November
- Apply online
- Jayne Lewis BHF can support
- Application by individual or organisation, the latter preferable as it shows more community togetherness around the project
- More likely to be successful in a village setting and if there is no other community defibrillator available within 2 miles
- Saying that the ratio of applications to awards is very high

**Location**



- Having the defibrillator outdoors at street level and accessible 24/7 is the preferred solution for BHF
- She explained that in other areas defibrillators have been placed in boxes and even in/attached to Western Power cabinets
- Boxes will make an alarm once opened in order to raise attention and deter vandalism
- These boxes cost £500-600 however I have since seen these for around £300
- She is happy to advise further on your options for its location and suitable protective casing

#### Welsh Ambulance Service and BHF

- If successful with application, they will provide free CPR & defibrillator training and will provide the attendees with a number of free lifesaving kits. See [Nation of Life Savers on their website](#) for more info
- They will do follow up visits to the communities in future to refresh and train up new volunteers
- Following the training they will install the defibrillator

Also there is funding available via [Welsh Hearts](#)

In Felinfoel they will be getting local businesses to contribute plus councillor ward contributions to pay for the match funding.

Please let me know how you wish to progress.

Regards  
Darren

**From:** Cllr. Sharen Davies [<mailto:SDavies@cararthenshire.gov.uk>]  
**Sent:** 24 February 2017 10:21  
**To:** Darren Rees <[Darren.Rees@llanelli-rural.gov.uk](mailto:Darren.Rees@llanelli-rural.gov.uk)>  
**Cc:** Mark Galbraith <[Mark.Galbraith@llanelli-rural.gov.uk](mailto:Mark.Galbraith@llanelli-rural.gov.uk)>  
**Subject:** FW: Llwynhendy Area.

Please see below e-mail.

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**From:** Cllr. Sharen Davies  
**Sent:** 19 February 2017 06:32  
**To:** 'Darren Rees'  
**Cc:** 'fozia akhtar'  
**Subject:** Llwynhendy Area. [Filed 19 Feb 2017 06:32]

Hi Darren,  
 I'm currently looking at having defibrillators in the Llwynhendy Area.

I've been informed that the Rural Council can apply for the Awards for All Grant on behalf of me to supply defibrillators for Llwynhendy, is this correct?

Regards  
 Sharen

**From:** johndavies8951@talktalk.net  
**Sent:** 12 May 2017 15:30  
**To:** enquiries  
**Subject:** FAO: Wendy Evans - Artificial wicket at Felinfoel Park

## Felinfoel Cricket Club

**Hon. Secretary / Treasurer:** John Davies, 8 Llethri Road, Felinfoel. LLANELLI SA14 8HT  
Tel: 01554-778951 (H) 07821-193890 (M)

Wendy Evans  
Llanelli Rural Council  
Vauxhall Buildings  
Vauxhall  
LLANELLI  
Carmarthenshire  
SA15 3BD

12th May 2017

Dear Mrs Evans

Further to our earlier telephone conversation I write to confirm that the cricket club has made an application to the National Lottery for funding to replace the artificial wicket at Felinfoel Park.

The National Lottery have come back to us asking who the owners of the park are and what arrangements we have made with them regarding the replacement of the artificial wicket. The original artificial wicket was paid for via a grant made to the cricket club over 25 years ago, and was replaced when the council made a claim against insurance following vandalism. This is now in a very poor condition and in need of replacement and quotations for the work are upwards of £8,500.

I hope the council will support us if our application is successful.

Yours sincerely

Sent electronically / not signed

John Davies  
Hon. Secretary / Treasurer Felinfoel CC

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	15 MAY 2017
FILE REF.	
PASSED TO	Act / R&W





## ITEM No. 8 .

Pontyates Rugby Football Club  
Heol-y-Meinciau  
Pontyates  
Llanelli  
Carmarthenshire

17 14 17

Dear Sir / Madam,

It is with great pleasure that I write on behalf of all at Pontyates RFC to thank you all who are associated with the Llanelli Rural Council for your continued support, valuable assistance and when required your prompt response in relation to the maintenance and preparation of our playing fields throughout the past year.

Rugby has always been an important part of our village life, and your invaluable contribution allows this to continue. Without your assistance, support and helpful co-operation this would not be possible.

We look forward to the ongoing co-operation with your team for the forthcoming year.

Yours sincerely,

*N. Davies*

**Mr Nigel Davies**

On behalf of Pontyates RFC

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	21 APR 2017
FILE REF.	
PASSED TO	NCK/RAW

