

21 September, 2021

LLANELLI RURAL COUNCIL

Minute Nos: 199 – 208

At a Meeting of the **RECREATION AND WELFARE COMMITTEE** of the Llanelli Rural Council held at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, and via remote attendance on Tuesday, 21 September, 2021 at 4.45 p.m.

Present: Cllr. W. V. Thomas (Chairman)

Cllrs.

S. L. Davies	J. P. Hart
M. V. Davies	S. N. Lewis
T. Devichand	A. G. Morgan
P. M. Edwards	S. K. Nurse
A. J. Rogers	

Absent: T. M. Donoghue

199. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. T. J. Jones (Cllr. S. L. Davies deputising) and I. G. Wooldridge.

200. MEMBERS' DECLARATIONS OF INTEREST

<i>Minute No.</i>	<i>Councillor</i>	<i>Interest</i>
201	S. L. Davies	Personal interest – involvement with the project in her capacity as a county councillor and being a member of the Llwynhendy and Pemberton Forum and being a member of the project steering group.
203	S. L. Davies	Personal interest – member, Dafen Welfare Management Committee.
207	S. L. Davies	Personal interest – member, Dafen Welfare Management Committee.
201	T. Devichand	Personal interest – member of the Llwynhendy and Pemberton Forum.
203	T. Devichand	Personal interest – Chairman, Dafen Welfare Management Committee.
207	T. Devichand	Personal interest – Chairman, Dafen Welfare Management Committee.

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<i>Minute No.</i>	<i>Councillor</i>	<i>Interest</i>
201	J. P. Hart	Personal interest - member of the Llwynhendy and Pemberton Forum and a member of the project steering group.
203	S. N. Lewis	Personal and prejudicial interest – member, Dafen Welfare Management Committee and an employee of Dafen Cricket Club.
207	S. N. Lewis	Personal interest – member, Dafen Welfare Management Committee.
203	A. J. Rogers	Personal interest – member, Dafen Welfare Management Committee.
207	A. J. Rogers	Personal interest – member, Dafen Welfare Management Committee.
205	W. V. Thomas	Personal interest – attendee at Felinfoel Executive Committee meetings and also attended Felinfoel Resource Centre meetings in his capacity as a local ward councillor.

**201. LLWYNHENDY HUB PROJECT
(1) ARCHITECT'S PRESENTATION
(2) PROGRESS REPORT**

Cllr. S. L. Davies declared a personal interest in the following item as she had involvement in the project in her capacity as a county councillor and being a member of the Llwynhendy and Pemberton Forum and being a member of the project steering group. Cllr. T. Devichand declared a personal interest in the following item as she was a member of Llwynhendy and Pemberton Forum. Cllr. J. P. Hart declared a personal interest in the following item as he was a member of the Llwynhendy and Pemberton Forum and being a member of the project steering group.

Further to Minute No. 138, (24 March, 2021, refers), the chairman welcomed Mr Chris Griffiths and Ms Elinor John, W. Griffiths Architects to the meeting to give an update on the Llwynhendy Hub Project.

Mr Griffiths thanked members for the opportunity to attend the meeting and proceeded to provide an overview of the project. He informed members that at the present time they were at the consultation process with residents and stakeholders. The council's Community Development Officer was already holding meetings with the community on the design process.

Mr Griffiths then proceeded to show members a short video giving an overview of the scheme showing the layout of the building and external facilities. The areas of the building matched those of the feasibility study so that the same cost basis would apply. Whilst the extent of external facilities such as the play equipment had increased, there was considerable choice as to finishes and final content, and he suggested possibly phasing elements of the work in instalments which would enable budget considerations to be controlled.

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As part of the exercise the Architect's Quantity Surveyor had advised on a budget based around the drawings, and as a design tool to control budget costs. The Quantity Surveyor had also advised on whether a complete new build could be justified on costs grounds or whether to refurbish and extend the building. It was more economical to refurbish and extend the existing library.

Mr Griffiths then explained that in order to apply for lottery funding in the New Year, he suggested that a pre-planning application be made to Carmarthenshire County Council in October, followed by a full application by the end of the year. Due to time delays currently being experienced with the determination of planning applications; submitting a pre-planning application would give a good indication of any recommendations required for the full planning application, and it was hoped this would have a positive knock on effect on planning permission being granted in a timely manner.

There then followed a question and answer session during which members expressed concern regarding the spiralling costs of supplies and materials in the building industry and the increased rise in labour costs. Mr Griffith re-assured members there were safeguards available to help control costs.

Members then considered the report of the Community Development Officer which give a general update on the development of the project and the next set of key actions to be completed over the coming months and which were necessary, prior to applying for the grant funding in the New Year. The immediate focus centred on the establishment of a Charitable Integrated Organisation to help lead the subsequent phases of the project. Several volunteers had already come forward expressing an interest in getting involved. During discussion of the report members thanked the Community Development Officer for the excellent work achieved thus far and for the methods devised in engaging with the community to garner support for the project.

The Chairman then thanked representatives of W. Griffiths Architects for participating in the meeting following which Mr Griffiths and Ms John withdrew from the meeting, and it was

RESOLVED that the Architect's presentation and the Community Development Officer's progress report be noted with thanks.

202. COMMUNITY FACILITIES – MAINTENANCE WORKS

RESOLVED that the report of the Facilities Manager on work undertaken be noted.

**203. DAFEN CRICKET CLUB – FIELD MAINTENANCE
MEMORANDUM OF UNDERSTANDING**

Cllrs. S. L. Davies, T. Devichand and A. J. Rogers declared personal interests in the following item as they were members, Dafen Welfare Management Committee. Cllr. S. N. Lewis declared a personal and prejudicial interest in the following item as she was a member, Dafen Welfare Management Committee and also an employee of Dafen Cricket Club.

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Further to Minute No. 95, members considered email correspondence from Dafen Cricket Club informing of the cricket club's response indicating it did not wish to take up the offer of entering into a Memorandum of Understanding with the council to take on the maintenance of the cricket outfield. It was not feasible for the club to take on the extent of the work required with it also being significantly different from what the club originally had in mind, and it was

RESOLVED that the cricket club's decision not to enter into the Memorandum of Understanding with the council to maintain the cricket outfield be noted and that the council's current collaboration arrangement with the club, whereby the club maintains the square and the council retains the responsibility for maintaining the cricket outfield shall continue unabated.

204. 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.

**205. FELINFOEL COMMUNITY RESOURCE CENTRE
FELINFOEL EXECUTIVE COMMITTEE LIMITED**

Cllr. W. V. Thomas declared a personal interest in the following matter as he attended Felinfoel Executive Committee meetings and Felinfoel Resource Centre meetings in his capacity as a local ward councillor.

Further to Minute No. 135, members received minutes of the Recreation and Welfare Sub-Committee held on 13 September, 2021, and an accompanying meeting outcome report from the Community Development Officer.

The Community Development Officer informed members that the purpose of the sub-committee meeting was to seek assurances from the Executive Committee about the resource centre balances and to emphasise that the Covid-19 grants should be used for the future sustainability of the resource centre and to cover any loss of income during the pandemic going forward and in order to meet unforeseen costs as society adapts to life after the pandemic.

Having considered the key points emanating from the sub-committee meeting and in recognition that none of the council's hall management committees had received formal guidance on how to use the Covid-19 grant support, it was

RESOLVED that:

1. The minutes of the Recreation and Welfare Sub-Committee held on 13 September, 2021, be noted and accepted, to which Minute No. 206 below refers.
2. The meeting outcome report received from the Community Development Officer be noted.
3. A letter of thanks be sent to the volunteers of Felinfoel Executive Committee Limited together with the following advice and guidance, namely:
 - Confirmation that the resource centre balances should be accounted for separately from other expenditure activities performed by the Executive Committee.

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- Covid-19 grant monies are to be ring-fenced for the sustainable management of the resource centre and henceforth must not be used for any other charitable purpose identified by the Executive Committee.
- Confirmation that the council will look to resolve the matter of sourcing additional litter bins for the recreation ground.
- Confirmation that the council will look to resolve the gate keeping duties at the recreation ground's main entrance at its expense.
- Confirmation that the council will look to support the Executive Committee in its dealings with Hywel Dda University Health Board and the timely receipt of rent for the use of the premises.
- The Executive Committee be supplied with the council's schedule of equipment and list of furniture items which advises on what items may be jointly or severally procured for the benefit of the resource centre using the Covid-19 grant money.

FURTHER RESOLVED that similar letters be sent to the council's other hall management committees setting out general guidance on ring-fencing Covid-19 grants for the sustainable management of the council's community halls, together with the council's schedule of equipment and list of furniture items, to help inform and control future spending plans so that this process is managed consistently in collaboration with the council.

206. RECREATION AND WELFARE SUB-COMMITTEE

Members received the following Minutes of a meeting of the Recreation and Welfare Sub-Committee held on 13 September, 2021:

“At a Meeting of the RECREATION AND WELFARE SUB-COMMITTEE of Llanelli Rural Council held at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, and via remote attendance on Monday, 13 September, 2021 at 4.15 p.m.

Present: Cllr. W. V. Thomas (Chairman)

Cllrs.

T. Devichand H. J. Evans
A. J. Rogers

Together with Mr Clive Richards and Mr Hugh Richards, Felinfoel Executive Committee Limited.

1. APOLOGIES FOR ABSENCE

No apologies for absence were received.

2. MEMBERS' DECLARATIONS OF INTEREST

The following members declared an interest in the following matter:

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<i>Minute No.</i>	<i>Councillor</i>	<i>Interest</i>
4	H. J. Evans	Personal interest – attendee at Felinfoel Executive Committee meetings and also attended Felinfoel Resource Centre meetings in his capacity as a local ward councillor.
4	W. V. Thomas	Personal interest – attendee at Felinfoel Executive Committee meetings and also attended Felinfoel Resource Centre meetings in his capacity as a local ward councillor.

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

RESOLVED that in view of the confidential nature of the business to be transacted, the following matter 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.

4. FELINFOEL COMMUNITY RESOURCE CENTRE
FELINFOEL EXECUTIVE COMMITTEE LIMITED

Cllrs. H. J. Evans and W. V. Thomas declared personal interests in the following matter as they attended Felinfoel Executive Committee meetings and Felinfoel Resource Centre meetings in their capacity as local ward councillors.

Further to Minute No. 135, the Chairman welcomed to the meeting committee representatives from Felinfoel Executive Committee Limited, to discuss the financial affairs of the resource centre and the ring fencing of Covid-19 grants and invited them to address the meeting about these matters.

During the ensuing discussion, the committee representatives confirmed current bank balances were healthy but stated that resource centre financial balances were not held separately from other general balances. The representatives also confirmed that some of the Covid-19 grant monies had been used to support local charitable causes in accordance with the committee's charitable objects. An observation was put to members that no guidance had been issued from the grant providers as to how the grant support should be utilised and this was generally acknowledged by all present at the meeting.

The representatives also set out for information the general running costs of managing the resource centre as a group of volunteers on behalf of the council, while also drawing particular attention to the high utility costs and the general income streams used to offset these costs. By way of reply members appreciated the endeavours of Felinfoel Executive Committee Limited in helping to manage the building as an important community facility. Members also recognised that the resource centre was uniquely different to the council's other community centres and halls in that Hywel Dda University Health Board was a sitting tenant of some of the office space in the building and this brought its own additional responsibilities and considerations. As discussion drew to a conclusion the committee representatives also highlighted some other additional key points and observations for the

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council to possibly consider and moreover, what action might be generated from today's proceedings. Thereupon the Chairman remarked that the minutes of today's meeting would be reported to the council's Recreation and Welfare Committee, for its subsequent consideration. However as far as today's proceedings were concerned all matters requiring attention had been fulfilled. He then thanked the committee representatives for attending the meeting and it was

RESOLVED that the sub-committee minutes together with the outcome of today's proceedings be reported to the next ordinary meeting of the council's Recreation and Welfare Committee, for information and general consideration.

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The meeting concluded at 4.55 p.m.

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RESOLVED that the sub-committee meeting Minutes be received and accepted.

**207. DAFEN PARK
 ASTROTURF FACILITY**

Cllrs. S. L. Davies, T. Devichand, S. N. Lewis and A. J. Rogers declared a personal interest in the following item as they were members, Dafen Welfare Management Committee.

Further to Minute No. 151 (21 April, 2021 refers), members considered the report of the Technical and General Operations Manager informing of the various phases and programme of works required to renovate the Astroturf facility in Dafen Park.

Members were informed that owing to the shortage of local labour supply and issues currently being experienced with souring materials and the constant price increases being encountered for those materials, only one building contractor was available and could commit to undertake the work at Dafen Park within the required timescale set by the council.

To avoid delay a purchase order had been subsequently issued to S. Wells Building Contractor to undertake the phase 1 works, this followed after consulting the Leader and Council Chairman. To prevent further delays for completion of phases 2 and 3 of the work programme and given the unprecedented difficulties in obtaining quotations, members were informed that it was necessary to deviate from the council's normal procurement arrangements on the basis that the remaining works needed to be completed in order not to miss the installation date of the Stadia sports surface, scheduled for 4 October 2021. Failure to complete all the structural work elements would likely result in the sports surface installation being delayed until some point in the New Year, because of the installer's other work commitments.

During discussion where it was confirmed that all the preliminary works would be completed by S. Wells building contractor in time to receive the sports surface and within the council's budget, The Technical and General Operations Manager confirmed that NoMow Ltd (surface installers) had been in touch to advise that due to unforeseen circumstances the installation date had now been put back to 1 November 2021, with a fourteen day window for completion of the work instead of ten days as originally quoted, and it was

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RESOLVED that:

1. The action taken to appoint S. Wells Building Contractor, 8 North Terrace, Dafen, Llanelli for the phase 1 works at a cost of £27,338 plus VAT be endorsed.
2. Given the exceptional circumstances it was agreed to deviate from the council's standard procurement arrangements in order to secure the services of S. Wells Building Contractor to complete the remaining phases of the work programme (at a maximum cost of £27,000 plus VAT (phase 2) and £2,500 (phase 3)) in time to receive the sports surface.
3. The revised date of 1 November 2021 as advised by NoMow Ltd for the installation of the Stadia sports surface be noted.

208. FINANCIAL SUMMARY REPORTS
(1) FIVE ROADS COMMUNITY HALL
(2) SANDY & STRADEY COMMUNITY HALL
(3) SWISS VALLEY COMMUNITY HALL

Members were circulated with Statement of Accounts received from the above Management Committees.

RESOLVED that the annual grant of £400 be made to Five Roads Community Hall for the year ending 31 March, 2021; Sandy and Stradey Community Hall for the year ending 31 August, 2021; and Swiss Valley Community Hall Committee for the year ending 31 May, 2021.

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The Meeting concluded at 6.00 p.m.

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The afore-mentioned Minutes were declared to be a true record of the proceedings and signed by the Chairman presiding thereat and were, on 12 October, 2021 adopted by the Council.