

**18 July, 2023**

**LLANELLI RURAL COUNCIL**

**Minute Nos: 110 – 114**

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, 18 July, 2023 at 4.45 p.m.

**Present:** Cllr. D. M. Cundy (Chairman)

**Cllrs.**

T. M. Donoghue	A. G. Morgan
E. M. Evans	J. S. Phillips
N. Evans	A. J. Rogers
R. E. Evans	A. G. Stephens
S. N. Lewis	O. Williams

**110. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs. J. P. Hart and Cllr B. M. Williams (Cllr. N. Evans deputising).

**111. MEMBERS' DECLARATIONS OF INTEREST**

The following members declared an interest in the following matters:

<i>Minute No.</i>	<i>Councillor</i>	<i>Interest</i>
113 (1) & (2)	S. N. Lewis	Personal interest – Treasurer of Dafen Welfare Management Committee.
113 (1) & (2)	A. J. Rogers	Personal interest – Secretary of Dafen Welfare Management Committee.
113 (3)	S. N. Lewis	Personal interest – Vice – Chairman, Dafen Forum.
113 (3)	A. J. Rogers	Personal interest – Chairman, Dafen Forum.
114	A. G. Stephens	Personal interest – Chairman Pro-vision Llwynhendy.

**112. COMMUNITY FACILITIES – MAINTENANCE WORKS**

**RESOLVED** that the Facilities Manager's report on work undertaken be noted.

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**113. DAFEN PARK**

*Cllrs. S. N. Lewis and A. J. Rogers declared personal interests in items (1) and (2) below because Cllr Lewis was the Treasurer of Dafen Welfare Management Committee and Cllr Rogers was the Secretary of Dafen Welfare Management Committee.*

**(1) ASTROTURF GOALS**

Cllr. A. J. Rogers informed members that the Astroturf football goals at Dafen Park had been badly damaged and were beyond repair. Cllr. Rogers enquired if the council would fund a replacement set as the damaged set of goals had been originally supplied by Dafen Welfare AFC.

Members were informed that the cost of replacing the goals amounted to £100.00, and it was

**RESOLVED** that the request be approved and that a new set of goals be procured by the council in readiness for use during the forthcoming football season.

**(2) SENIOR FOOTBALL PITCH – SAFETY FENCE AND NETS**

Cllr. A. J. Rogers enquired whether the council would agree to repairing the line and height of the fence line and also to procure safety nets behind the goal on the northern flank of the senior football pitch to prevent Prince Philip Hospital patrons and vehicles being inadvertently struck by footballs. There had been instances where people and vehicles had been struck causing minor damage. Hospital patrons didn't feel safe when accessing services and the grounds to the rear of the hospital because of the risk, particularly on match days. Reference was made to other facilities at Pwll and Trallwm football fields where similar safety measures had been introduced.

Following discussion, it was confirmed by officers that the fence could be repaired by the council and that the procurement of an additional safety net would suffice in this instance, and it was

**RESOLVED** that the request be supported and that the cost of procuring a safety net be included in next year's budget estimates for 2024/25.

**(3) DAFEN FEST**

*Cllr. S. N. Lewis and Cllr A. J. Rogers declared personal interests in the following item. Cllr Lewis was the Vice - Chairman of Dafen Forum and Cllr Rogers was the Chairman of Dafen Forum.*

Members considered a request from Dafen Forum for permission to hold a 'Dafen Fest', music event at Dafen Park on Saturday, 2 September, 2023.

Following discussion, it was

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**RESOLVED** that permission be granted to Dafen Forum to hold a Dafen Fest music event at Dafen Park on Saturday, 2 September, 2023, on the condition that Dafen Forum obtains the required temporary event notice licences from Carmarthenshire County Council and that adequate health and safety measures are put in place, with the requisite evidence being provided to the council through Dafen Forum completing the council's event management plan.

**114. LLWYNHENDY HUB PROJECT**

*Cllr A. G. Stephens declared a personal interest in all of the following matters because he was the Chairman of Pro-Vision Llwynhendy.*

**(1) LLWYNHENDY BRANCH LIBRARY - SITE VISIT**

Further to Minute No. 30, members received the following record of a site visit of the Recreation and Welfare Sub-Committee held on 6 June, 2023:

“At a site visit of the RECREATION AND WELFARE SUB-COMMITTEE of Llanelli Rural Council, held at Llwynhendy Branch Library, Llwynhendy, Llanelli on Tuesday, 6 June, 2023 at 2.00 p.m.

Present: Cllr. D. M. Cundy (Chairman)

**Cllrs.**

S. L. Davies	A. G. Morgan
J. P. Hart	J. S. Phillips
S. N. Lewis	A. J. Rogers
A. G. Stephens	

Absent: R. E. Evans, S. K. Nurse

Together with representatives from Our Llwynhendy, Pro-Vision Llwynhendy Trustees, Library Services, Carmarthenshire County Council and the council's project architects.

**1. APOLOGIES FOR ABSENCE**

No apologies for absence were received.

**2. MEMBERS' DECLARATIONS OF INTEREST**

The following members declared an interest in the site visit as follows:

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<i>Councillor</i>	<i>Interest</i>
S. L. Davies	Personal interest – member of Llwynhendy and Pemberton Forum, member of Our Llwynhendy and committee member Pro-Vision Llwynhendy.
J. P. Hart	Personal interest - member of Llwynhendy and Pemberton Forum and member of the steering group, Llwynhendy Hub and committee member Pro-Vision Llwynhendy.
A. G. Stephens	Personal interest – Chairman Pro-Vision Llwynhendy.

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

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

4. LLWYNHENDY HUB PROJECT - SITE VISIT TO LLWYNHENDY BRANCH LIBRARY

Further to Minute No. 30 of the Recreation and Welfare Committee, a site visit was undertaken to the branch library at Llwynhendy to view the building and to receive an update from the council's consultant architect in regard to the revised plans to deliver the project. It also provided an opportunity for the Head of Library Services, Carmarthenshire County Council to explain how the automated library service at Newcastle Emllyn Branch Library could possibly be replicated in Llwynhendy Branch Library in support of the Llwynhendy Hub project.

The council's project architect had prepared a three dimensional scale model of the building based upon the revised project plans. Detailed elevation and floor plans were also on display. Attendees were encouraged to view the model to better understand how the building could be reconfigured into a multi-functional community facility.

During the respective presentations received from both the architect and the Head of Library Services a number of questions were posed and answered, stemming from which two observations were highlighted, namely: the need for general storage space and the requirement to incorporate an adequately sized kitchen to service the needs of prospective clientele.

When viewing the model, the chairman also remarked that it would be desirable and advantageous to provide sound-proof folding room partition screens rather than constructing solid wall extensions to sub-divide and accommodate the illustrated break-out rooms forming part of the planned western flank extension. This would provide even more flexibility in how the building could be utilised as a multi-functional space depending on the type of events or services being delivered from the building. Activities could then be accommodated using one large meeting space or simultaneously by sub-dividing the space into smaller break-out areas using the partitioning, much like in hotel settings. The architect confirmed this was feasible and would not affect the structural integrity of the building.

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Following the general question and answer session, the sub-committee chairman invited attendees to view the exterior of the building to see how it would link with the planned external works, particularly the planned play area and the existing leisure facilities on the surrounding field. At this juncture, it was highlighted by the architect that the revised plans would not interfere with the possible future development of the building, should the council elect to further extend the building in accordance with the original planning permission. This was because the revised plans had been developed using the original blueprint as an overlay.

In concluding the site visit, the chairman remarked the site visit had proved worthwhile and thanked everyone for attending and confirmed the matter would now stand adjourned for further discussion at the re-arranged Recreation and Welfare Sub-Committee meeting to be held at the council offices, Vauxhall Buildings, Llanelli on Wednesday, 28 June, 2023, at 4.45 p.m. and the proceedings were concluded.

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The site visit concluded at 2.36 p.m.

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**RESOLVED** that the record of the site visit be received and accepted.

**(2) RECREATION AND WELFARE SUB-COMMITTEE MINUTES**

Further to Minute No. 30, members received the following minutes of a meeting of the Recreation and Welfare Sub-Committee held on 28 June, 2023:

“At a meeting of the RECREATION AND WELFARE SUB-COMMITTEE of Llanelli Rural Council, at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, and via remote attendance on Wednesday, 28 June, 2023 at 4.30 p.m.

Present: Cllr. D. M. Cundy (Chairman)

Cllrs.

- |                |                |
|----------------|----------------|
| S. L. Davies   | S. N. Lewis    |
| R. E. Evans    | A. G. Morgan   |
| J. P. Hart     | J. S. Phillips |
| A. G. Stephens |                |

Absent: S. K. Nurse

Together with representatives from Our Llwynhendy, Pro-Vison Llwynhendy Trustees and the council’s project architect.

**5. APOLOGIES FOR ABSENCE**

An apology for absence was received from Cllr. A. J. Rogers.

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6. MEMBERS' DECLARATIONS OF INTEREST

The following members declared an interest in the following matters:

<i>Minute No.</i>	<i>Councillor</i>	<i>Interest</i>
8	S. L. Davies	Personal interest – member of Llwynhendy and Pemberton Forum, member of Our Llwynhendy and committee member of Pro-Vision Llwynhendy.
8	J. P. Hart	Personal interest - member of Llwynhendy and Pemberton Forum and member of the steering group, Llwynhendy Hub and committee member of Pro-Vision Llwynhendy.
8	A. G. Stephens	Personal interest – Chairman Pro-Vision Llwynhendy.

7. 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.

8. LLWYNHENDY HUB PROJECT

*Cllr S. L. Davies declared a personal interest in the following matter being a member of Llwynhendy and Pemberton Forum, member of Our Llwynhendy and committee member of Pro-Vision Llwynhendy. Similarly, Cllr J. P. Hart declared a personal interest in the following matter being a member of Llwynhendy and Pemberton Forum, member of the steering group, Llwynhendy Hub and committee member of Pro-Vision Llwynhendy. Cllr A. G. Stephens declared a personal interest in the following matter because he was the Chairman of Pro-Vision Llwynhendy.*

Further to Minute No. 30, and to the site visit to Llwynhendy Branch Library held on 6 June 2023, members met to further consider and discuss the revised plans prepared by the council's consultant architect to deliver the project.

Members and the representatives of Our Llwynhendy and Pro-Vision Llwynhendy were also able to further examine the three dimensional scale model of the building, based upon the revised plans alongside detailed elevation and floor plans that were all on display during the site visit.

For the benefit of those members and representatives not present at the site visit, the Chairman requested the Clerk to summarise the main points garnered from the site visit and then invited questions from the floor. During the ensuing discussion reference was made to project costs, funding, grants and project timescales covering the various phases potentially involved. Moreover, some of the design features associated with the scale model of the building were raised by community representatives but in particular the need for an

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adequately sized kitchen to be incorporated within the design. The external layout and the general proximity of the planned play area to the building was also raised, the concern being the location of the play area would not be positioned too close to the building to hamper further development of the building possibly in the future. The architect addressed these points by way of reply with supporting comments from council officers with the headline points being noted as follows:

- It was confirmed that it would take two months to design and prepare formal tenders, followed by a further two months to invite tender bids.
- The architect referred to a headline cost plan prepared by his quantity surveyor for the construction phase of the library building which excluded the external works to the surrounding field. The external works to the field to provide recreational and leisure facilities would be pursued separately to the building works. Construction costs for the building had been estimated at £810,435 but labour and material prices had increased and given current high inflation rates, a true cost could only be established following the return of the tender bids so the budget estimate was solely to be used as a general guide.
- The Clerk to the Council then referred to the council's successful borrowing approval application recently approved by Welsh Government and that the subsequent loan had been taken out with the Public Works Loan Board. Notwithstanding final checks, which included a charge being raised on the council's accounts, receipt of the funding was anticipated within the next week or so with the funding then being apportioned across the various projects approved by the council. An earmarked reserve would be created where £200,000 shall be immediately allocated from the loan towards the Llwynhendy Hub project.
- The council's Community Development Officer then went through the grant funding framework identified to deliver the project and the potential sums available together with the funding parameters and deadlines for drawing down the grant funding. This would need very careful planning in unison with the council's architect to be successful. It was mentioned that the building construction work might also need to be split into sub-phases because two of the potential grant schemes on offer to the council and which amounted to £500,000 (maximum £250,000 per grant award) had strict 12 month completion dates to observe with one of the grants linked to the start and end of the financial year running from April to March. The timing of applying for these grants, and inviting tender bids needed to dovetail with one another but also contractor availability and the weather seasons were also a factor.

During a lengthy discussion, a motion was tabled to move the project forward based on the revised plans so that the community of Llwynhendy could be provided with a purpose built hall and play area. The motion was supported by all the community representatives participating in the meeting and was ultimately put to the vote and subsequently a recorded vote was requested. The motion was carried unanimously by all eight members with the names of the members being recorded as follows:

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<i>For</i>	<i>Against</i>	<i>Abstained</i>
D. M. Cundy	None	None
S. L. Davies		
R. E. Evans		
J. P. Hart		
S. N. Lewis		
A. G. Morgan		
J. S. Phillips		
A. G. Stephens		

And it was ultimately,

RECOMMENDED that:

1. The Recreational and Welfare Committee approves the Llwynhendy Hub Project based upon the sub-committee’s deliberations of the revised plans and scale model prepared by the council’s consultant architect.
2. The headline cost plan prepared by the architect’s quantity surveyor for the construction phase of the library building (which excluded the external works to the surrounding field) estimated at £810,435 be accepted by the Recreational and Welfare Committee as a general guide so as to prepare formal tenders and in order to identify and pursue external grant funding to help deliver the project.
3. The Recreation and Welfare Sub-Committee be authorised to continue to engage with the architect and Our Llwynhendy regarding the refinement of the building plans to reflect the feedback received on the overall design features to be incorporated within the building, but with particular attention being paid to the size of the kitchen area, general storage in the building and the desire to partition off the additional room spaces.
4. The Recreation and Welfare Sub-Committee be authorised to continue to oversee the project and all associated elements of work on the understanding that any proposals made by the Sub-Committee impacting upon the project shall be reported to the Recreation and Welfare Committee for subsequent consideration and agreement. This includes reporting upon the planned funding model to be applied to the project as future circumstances may dictate.

.....”  
 The Meeting concluded at 5.25 p.m.  
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**RESOLVED** that the minutes be received and accepted and that the recommendations contained therein be subsequently approved.

**(3) ASSET TRANSFER – GWILI FIELDS**

Members considered a draft lease agreement prepared by Carmarthenshire County Council for the asset transfer of the land parcel known as Gwili Fields, Llwynhendy, Llanelli.

Members were informed that the draft lease had been prepared to facilitate the construction of recreational facilities forming part of the Llwynhendy Hub Project plans which could be taken forward as an initial phase of the project. The subsequent asset transfer of the branch



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library could then follow once the necessary funding had been secured to proceed with the reconfiguration of the premises. Splitting the project into two separate phases would facilitate the incremental completion of the project while providing greater flexibility and control for the council to better manage the project without it taking on the full responsibility for the fields and building all at once and before it was ready to start the construction work to the building.

Following discussion, it was

**RESOLVED** that the asset transfer of the land parcel known as Gwili Fields, Llwynhendy from Carmarthenshire County Council to the council be approved in order to commence the construction of recreational facilities associated with the project.

**FURTHER RESOLVED** that officers be authorised to instruct the council’s firm of solicitors to pursue the engrossment of the draft lease with Carmarthenshire County Council with the utmost priority.

**(4) LANDFILL DISPOSALS TAX COMMUNITIES SCHEME**

The Community Development Officer (CDO) informed members that a grant application had been submitted to the Landfill Disposals Tax Communities Scheme for the new play area and recreational facilities to be provided at Gwili Fields, Llwynhendy.

If successful, the council could be awarded £49,999 towards the project. The application was submitted on 10 July, 2023, and the council would be notified in 12 weeks as to whether the grant was approved.

Members were also informed that a further application to the scheme for the same grant sum could be submitted in support of the reconfiguration of the library building.

Thereupon, members thanked the CDO for his endeavours, and it was

**RESOLVED** that the information be noted.

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The Meeting concluded at 5.13 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 September, 2023 adopted by the Council.