



Cyngor Gwledig LLANELLI Rural Council

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

Adeiladau Vauxhall, Vauxhall, Llanelli, Sir Gaerfyrddin, SA15 3BD
Vauxhall Buildings, Vauxhall, Llanelli, Carmarthenshire SA15 3BD
Ffon / Tel.: 01554 774103
E.bost / E.mail: enquiries@llanelli-rural.gov.uk

Fy nghyf:
My ref:

Eich cyf:
Your ref:

Gofynnwch am:
Please ask for:

2 Ebrill, 2025

Annwyl Gyngorydd

Gelwir arnoch i gymryd rhan mewn Cyfarfod o'r **CYNGOR** a gynhelir yn Siambr y Cyngor, Adeiladau Vauxhall, Llanelli, a thrwy bresenoldeb o bell ar Ddydd Mawrth, 8 Ebrill, 2025, 6.00 y.h.

Yr eiddoch yn gywir

CLERC y CYNGOR

AGENDA

1. Derbyn ymddiheuriadau am absenoldeb.
2. Derbyn Datganiadau o Fudd Personol gan Aelodau o ran y materion sydd i'w trafod.
3. Cyfranogiad y Cyhoedd – cyfle i aelodau'r cyhoedd ofyn cwestiynau a chyflwyno sylwadau am unrhyw eitem o fusnes sydd i'w thrafod yn ystod cyfarfod heddiw ac sy'n agored i drafodaeth gyhoeddus. Mae eitemau busnes cyfrinachol wedi'u heithrio.
4. (1) Cadarnhau ac arwyddo'r Cofnodion canlynol fel cofnod cywir o'r cyfarfod:-

Y Cyngor	11 Mawrth, 2025	Tud. Rhif: 194 - 198
Y Pwyllgor Lles a Hamdden	18 Mawrth, 2025	Tud. Rhif: 199 - 200
Y Pwyllgor Polisi ac Adnoddau	19 Mawrth, 2025	Tud. Rhif: 201 - 203
Y Pwyllgor Cynllunio a Chyswllt	31 Mawrth, 2025	Tud. Rhif: 204 - 207
Y Pwyllgor Dinesig a Seremonïol	7 Ebrill, 2025	I gael eu trafod
Cyngor Arbennig	7 Ebrill, 2025	I gael eu trafod

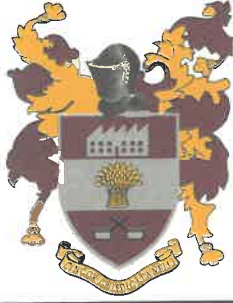
- (2) Ystyried unrhyw faterion sy'n codi o'r Cofnodion er gwybodaeth yn unig



Mae Cyngor Gwledig Llanelli yn croesawu gohebiaeth yn Gymraeg neu yn Saesneg
Llanelli Rural Council welcomes correspondence in Welsh or English



5. Adroddiad Archwiliad Mewnol (diweddariad terfynol) 2024 – 2025 – i ystyried yr Adroddiad Archwiliad Mewnol dderbyniwyd gan y Cyfarwyddwr, Auditing Solutions Ltd
6. Asesiad Risg Corfforaethol 2025/2026 – derbyn a chymeradwyo'r asesiad risg blynyddol a'r adroddiad eglurhaol a gynhyrchwyd gan y Dirprwy Glerc.
7. Caeau Chwarae Trallwm – Prydles Ddrafft – ystyried y bwndel dogfen atodedig a dderbyniwyd gan Gyngor Sir Caerfyrddin, sy'n ymwneud a'r les ddrafft ac i benderfynu a ystyrir bod angen unrhyw newidiadau i gwmpas cyffredinol y les neu'n benodol i unrhyw un o'r telerau arfaethedig.
8. Un Llais Cymru – Aelodaeth 2025 – 2026 – ystyried gohebiaeth a dderbyniwyd oddi'r Prif Weithredwr, Un Llais Cymru.
9. Nodi er gwybodaeth amserlen o'r materion a nodwyd.
10. Nodi, er gwybodaeth, llythyr o ddiolch a dderbyniwyd gan y canlynol:-
 - (1) Dafen Welfare Bowls Club;
 - (2) Llanelli Centre for the Deaf;
 - (3) Pro-Vision Llwynhendy;
 - (4) Ysgol Gynradd Pwll.



Cyngor Gwledig LLANELLI Rural Council

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

Adeiladau Vauxhall, Vauxhall, Llanelli, Sir Gaerfyrddin, SA15 3BD
Vauxhall Buildings, Vauxhall, Llanelli, Carmarthenshire SA15 3BD
Ffon / Tel.: 01554 774103
E.bost / E.mail: enquiries@llanelli-rural.gov.uk

Fy nghyf:
My ref:

Eich cyf:
Your ref:

Gofynnwch am:
Please ask for:

2 April, 2025

Dear Councillor

You are summoned to participate in a **COUNCIL** Meeting to be hosted at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, and via remote attendance on Tuesday, 8 April, 2025 at 6.00 p.m.

Yours sincerely


CLERK to the COUNCIL

AGENDA

1. To receive apologies for absence.
2. To receive Members' Declarations of Interest in respect of the business to be transacted.
3. Public Participation – an opportunity for members of the public to ask questions and make representations about any item of business to be transacted during today's meeting and which is open for public discussion. Confidential items of business are excluded.
4. (1) To confirm and sign the following Minutes as a true record of proceedings:-

Council	11 March, 2025	Page Nos: 194 - 198
Recreation and Welfare Committee	18 March, 2025	Page Nos: 199 - 200
Policy and Resources Committee	19 March, 2025	Page Nos: 201 - 203
Planning and Liaison Committee	31 March, 2025	Page Nos: 204 - 207
Civic and Ceremonial Committee	7 April, 2025	To be tabled
Special Council	7 April, 2025	To be tabled

- (2) To consider any matters arising from the Minutes for information purposes only.



Mae Cyngor Gwledig Llanelli yn croesawu gohebiaeth yn Gymraeg neu yn Saesneg
Llanelli Rural Council welcomes correspondence in Welsh or English



5. Internal Audit Report (Final update) 2024-25 – to consider the internal audit report received from the Director, Auditing Solutions Ltd.
6. Corporate Risk Assessment 2025/2026 – to receive and approve the annual risk assessment and covering report produced by the Deputy Clerk.
7. Trallwm Playing Fields – Draft Lease – to consider the attached document bundle received from Carmarthenshire County Council, pertaining to the draft lease and to determine whether any changes are deemed necessary to the general scope of the lease or specifically to any of the proposed terms.
8. One Voice Wales – Membership 2025 – 2026 – to consider correspondence received from the Chief Executive, One Voice Wales.
9. To note for information the schedule of matters reported.
10. To note for information, letters of appreciation received from the following:-
 - (1) Dafen Welfare Bowls Club;
 - (2) Llanelli Centre for the Deaf;
 - (3) Pro-Vision Llwynhendy;
 - (4) Pwll C.P. School.



Llanelli Rural Council

Internal Audit Report 2024/25 (March 2025 Update)

Prepared by Chris Hackett

*For and on behalf of
Auditing Solutions Ltd*

Background and Scope

Statute requires all town and community councils to arrange for an independent internal audit examination of their accounting records and system of internal control. Llanelli Rural Council has appointed Auditing Solutions to provide this function.

This report sets out the work undertaken during our visit on the 11th and 12th March 2025 in respect of the 2024/25 financial year, together with our preparatory off-site work. It details our work undertaken on the main administrative functions (Administration Department) and on the Training Department.

We wish to thank the Officers for assisting the process, providing all the necessary documentation to facilitate completion of our work.

Internal Audit Approach

In undertaking our review, we have again had regard to the materiality of transactions and their susceptibility to potential mis-recording or misrepresentation in the year-end Statement of Accounts. We employ a combination of selective sampling techniques (where appropriate) and 100% detailed checks in a number of key areas to gain sufficient assurance that the Council's financial and regulatory systems and controls are appropriate and fit for the purposes intended.

Our programme of cover has been designed to afford a reasonable probability of identifying any material errors or possible abuse of the Council's own and the national statutory regulatory framework.

Overall Conclusions

We are pleased to conclude that, on the basis of the work undertaken for this review, the Council continues to have effective systems in place that should help ensure that transactions are free from material error or mis-statement.

This report has been prepared for the sole use of Llanelli Rural Council. To the fullest extent permitted by law, no responsibility or liability is accepted by Auditing Solutions Ltd to any third party who purports to use or rely on, for any reason whatsoever, this report, its content or conclusion.

Detailed Report

Review of Accounting Arrangements & Bank Reconciliations

Our objective here is to ensure that the accounting records are being maintained accurately and currently and that no anomalous entries appear in cashbooks or financial ledgers. We note that the Council uses the Rialtas system to record its financial transactions with one file recording activity for the Council's Administration Department and Burial Service and a separate file for the Training Department. Support with the financial year end is provided by contract accountants DCK Beavers. At this visit we have:

Administrative Department and Burial Service

- Ran a data check on the Rialtas back up file provided to confirm the system was in balance overall;
- For Cash Book one, which records the Administration Department's transactions on the Barclays bank accounts, agreed the reconciliations between the Bank Statements and the Rialtas System at 31st December 2024 and 31st January 2025 as a sample. We then agreed all the transactions in January between the bank statements and the cash book including all the inter-account sweeps. We further agreed a transfer from the Barclays Term Deposit of £500,000 on 16th December, back to the Council's Business Premier Account;
- For Cash Book three, recording transactions on the Burial Accounts, we agreed the reconciliation between the Rialtas System and the Bank Statements at 31st January 2025 as a sample. We then agreed all the transactions in January between the bank statements and the cash book including all the inter-account sweeps. We note the investment in the Barclay's Term deposit was rolled over for a further six months in October and agreed the amount to a statement from Barclays;

Training Department

- Ran a data check on the Rialtas back up provided to confirm the system was in balance overall; and
- For the Cash Book which records transactions on the Barclays bank accounts similarly agreed the reconciliation 31st December 2024 and 31st January 2025 and agreed the movements in January between the Cashbook and the bank. We note the balances in the two Barclays Business Premium Accounts were reduced to nil in December 2024 and we agreed the transfers to the Barclays current account and the closing interest to the credit of the Rialtas cash book.

Conclusions

The accounts are in balance and reconciled regularly with no anomalous adjustments in the reconciliations. We note the bank reconciliations are signed by the Chair of Finance and General Purposes Committee.

Review of Corporate Governance

Our objective here is to ensure that the Council has suitable corporate governance documentation and processes in place. At this visit we have continued our review of the Council's minutes (excluding Planning and Liaison) as posted on the website to identify any potential issues that may impact the future financial stability of the Council.

Conclusion

There are no matters arising from our work in this area.

Review of Expenditure

Our aim here is to ensure that:

- Council resources are released in accordance with the Council's approved procedures and budgets;
- Payments are supported by appropriate documentation, in the form of an original trade invoice or another appropriate form of document confirming the payment as due and/or an acknowledgement of receipt, where no other form of invoice is available;
- An official order has been raised for each purchase or area of service delivery where one would be expected;
- All discounts due on goods and services supplied are identified and appropriate action taken to secure the discount;
- Invoices are correctly coded: and
- VAT has been appropriately identified and coded to the control account for periodic recovery.

We confirmed with officers the controls in place over the processing of payments at our visit in November. To gain assurance in this area we have tested a sample of payments to supporting documentation as set out below.

Council Administration

We examined a sample of all those payments individually in excess of £5,000 together with a further selection of every 45th cashbook transaction, irrespective of value. We extended our sample from our first visit and it now covers the period 1st April 2024 to 28th February 2025. Our total sample comprised 61 cash book payments and totalled £1,199,488. All invoices requested were provided.

Training Department

We examined a random sample of cashbook payments extending our sample from our first visit. Our sample overall totalled £79,738 comprising 11 payments covering the period 1st April 2024 to 28th February 2025. All payments in our sample were supported by invoices held on file.

VAT

We confirmed the Council continues to make VAT reclaims to HMRC with funds receipted into the Rialtas Ledgers. Specifically, we confirmed the third quarterly return had been made with funds recovered into the bank account and that the reclaim covered transactions for Administration, Burials and the Training Department.

Conclusions

Based on our samples we confirmed that payments recorded in the Cash Books are supported by suitable documentation. (We tested payments on the Burials Account Cash Book at our previous visit). Overall, our sample equated to 63% of non-salary payments in the period 1st April 2024 to 28th February 2025.

There are no matters arising in this area.

Assessment and Management of Risk

Our aim here is to ensure that the Council has put in place appropriate arrangements to identify all potential areas of risk of both a financial and health and safety nature, whilst also ensuring that appropriate arrangements exist to monitor and manage those risks in order to minimise the opportunity for their coming to fruition.

We note the Council reviewed and renewed its Corporate Risk Assessment in February 2024. The Council has undertaken recently a large one-off project reviewing the management of its community centres, linked to changes in the capacity of the community management committee which have traditionally run them. The outcome of the project will feed into the next risk assessment. Risk assessments are usually done annually.

Conclusion and Recommendation

As capacity allows the Council should review and update its overall Corporate Risk Assessment.

R1 The Council should review and update its overall Corporate Risk Assessment.

Budgetary Control

We aim in this area of our work to ensure that the Council has appropriate procedures in place to determine its future financial requirements leading to the adoption of an approved budget and formal determination of the amount to be precepted on the County Council, that effective arrangements are in place to monitor budgetary performance throughout the financial year and that the Council has identified and retains appropriate reserve funds to meet future spending plans.

After initial discussions at Committees, the Council met on 26th February 2025 and approved the overall 2025/26 budget and precept setting the latter at £1,568,454. Members were provided with a summary report including information on the key issues, changes from previous years and analysis also of reserve levels. This was supported by a detailed analysis from the Rialtas Ledger.

We note that for monitoring purposes the Finance and General Purposes Committee receive income and expenditure reports detailing activity on the Administration Department, Burial Services and the Training Department, along with lists of accounts for payment for the Committee to approve. The reports are based on information in the Rialtas Ledgers.

Conclusion

There are no matters arising in this area, the Council has arrangements for managing its finances.

Review of Income

We tested income arising at the Cemetery at our visit last November. At this visit we have tested income as set out below:

- Precept: We agreed the final instalment of the 2024/25 precept credited to the Council's accounts to the amount set and recorded in the Council's minutes, (having checked the earlier instalments at our last visit); and
- Reviewed the unpaid invoices report for the three sales ledgers covering the Administration Department, Burial Service and Training Department to confirm there were no material aged items;

Training Department

We sample tested Training Department income in the year to date, specifically for:

- ITEC Jobs Growth Wales income of £293,468. We selected invoice 4085 totalling £34,469 agreeing it to the advice from ITEC and confirmed the detail held by the Training Company upon which the payment was made was independently checked by staff at the Rural Council against their records for consistency; and
- Logistics Apprentice income of £211,950. We sample tested invoice Number 4071 totalling £30,156. We agreed the amount to the remittance advice from the Welsh Government and via a spreadsheet held by the officers to the database detailing individual apprentices;

Administration Department

- For income arising under the Grounds Maintenance SLA with the Town Council, we selected two invoices totalling £68,526.15 from the Rural Council sales ledger agreeing them to the amounts paid per the Town Council purchase ledger;
- Grants received by the Rural Council: We cross checked grant received of £127,846.63 from Carmarthenshire CC in respect of Gwilli Fields Llwynhendy to the remittance advice from the grant payer; and
- Swiss Valley Community Hall: We selected five bookings in January and February 2025 from the booking diary and confirmed invoices had been raised in Rialtas in respect of the usage at the rate advertised on the Council website. We understand the management Committee hold public liability insurance and confirm this to the Council. The Council have been raising invoices for usage, but the Management Committee would hold the hire agreements. The Council should confirm these are in place.

Conclusion and recommendation

The Council has arrangements for recovering income.

R2 The Council should confirm that hire agreements are in place for the Swiss Valley Community Hall or require new agreements are signed by the Hirer's.

Petty Cash and charge cards

As part of our annual programme, we review arrangements for managing petty cash. Last year we reviewed the Administration Department's Petty Cash. This year we tested Petty Cash held in the Training Department.

The balance held in the Training Department is £250. We confirmed a spreadsheet record of expenditure is held and agreed the petty cash payments in the year to date to signed vouchers and till receipts. On the day of our visit, we agreed the physical cash held to the spreadsheet record.

We note payments are made via the use of Barclaycards and that these are processed along with other supplier payments, with lists detailing payments presented to Members.

Conclusion

There are no matters arising from our work in this area.

Salaries and Wages

We tested payroll at our last visit. At this stage we have continued our trend analysis of monthly payroll costs analysed from the Council cash books in the Rialtas Ledgers.

Conclusion

There are no matters arising in this area.

Asset Register

The Council officers maintain an operational register of assets, with the Council's accountants maintaining a financial asset register.

Records generally are updated annually. The RFO retains capital invoices to assist the accountants to maintain their record, at the time of the visit an additional asset, land at Pontiets needed to be added to the Register, the RFO had the paper work from the Council solicitors to do this.

We note the RFO visited the Council store with the Charge Hand last summer to check equipment and obsolete items. We tested one disposal in the year to date noting it had been removed from the officer's operational asset register.

Conclusion

There are no matters arising in this area.

Rec. No.	Recommendations made during the Interim Audit	Response
	Assessment and Management of Risks	
R1	<i>The Council should review and update its overall Corporate Risk Assessment.</i>	
	Review of Income	
R2	<i>The Council should confirm that hire agreements are in place for the Swiss Valley Community Hall or require new agreements are signed by the Hirer's.</i>	

To the Chairman and Members of Council:

Date of meeting - 08 April, 2025.

Dear Councillor,

CORPORATE RISK MANAGEMENT

1. PURPOSE OF REPORT

- 1.1 To present the Risk Management Policy and Corporate Risk Assessment for 2025/26.
- 1.2 To request Members to continue with the policy and adopt the corporate risk assessment for 2025/26.

2. RISK MANAGEMENT

- 2.1 The policy includes arrangements for formulating and maintaining an organisational risk register for its operations and in line with the Council's strategic objectives.
- 2.2 The Council's Risk Management Policy is attached which sets out the Council's policy in managing risk.
- 2.3 The results of the Corporate Risk Assessment Action Plan for 2024/25 is also attached which has been compiled in line with the Council's strategic objectives. The assessment identifies activities carried out to date and going forward.

3. LONG TERM IMPLICATIONS

- 3.1 The Risk Management Policy and Corporate Risk Assessment enables the Council to assess the risks that it faces and to satisfy itself that adequate steps to minimise the risks are being taken.

4. SUSTAINABILITY AND WELL-BEING CONSIDERATIONS

- 4.1 The Council's risk management process 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								
Serving the Public	STP3 STP6 STP7	✓		✓	✓		✓	
Acting as a Local Voice								
Quality of Life								
(1) Environment	QL1	✓	✓	✓		✓	✓	
(2) Social Inclusion	QL2 QL3 QL4	✓		✓	✓	✓		✓
(3) Safe and Healthy Places								
Sports, Leisure and Cultural Activities	SCL1 SCL2			✓	✓		✓	
The Local Economy	LE1 LE2 LE4	✓			✓			✓
Local Democracy	LD1 LD3				✓	✓		
Partnership Working	PW1 PW2 PW6	✓			✓	✓		✓
Communication	C1 C2 C3 C6	✓		✓	✓	✓	✓	✓
Health and Safety	HS1 HS2 HS3 HS4 HS5	✓		✓	✓	✓		✓
Resources	R1 R2	✓	✓					✓
Management and Control	MC2 MC3 MC4 MC5		✓				✓	✓

5. PUBLIC INVOLVEMENT

- 5.1 There is no public involvement with the formation and continuation of the Risk Management Policy and Corporate Risk Assessment.

6. COLLABORATION OPPORTUNITIES

- 6.1 There is no collaboration opportunities associated with the generation of this report.

7. PREVENTATIVE MEASURES/CONSIDERATIONS

- 7.1 Re-presenting the Risk Management Policy encourages good risk management practice.
- 7.2 Producing an annual Corporate Risk Assessment and action plan ensures that the Council reviews areas of risk and identifies additional actions to be undertaken if necessary.

8. RECOMMENDATION

- 8.1 Members are requested to adhere to the Risk Management Policy and adopt the Corporate Risk Assessment for 2025/26.

I look forward to Members deliberations at the meeting.

Yours sincerely,

DEPUTY CLERK

2 April, 2025.

LLANELLI RURAL COUNCIL

RISK MANAGEMENT POLICY

1. INTRODUCTION

The Council is responsible for overseeing risk management and internal control whilst senior staff are responsible for implementing the policy and encouraging good risk management practice within their area of responsibility.

The definition of risk for the purpose of this policy is “A risk is anything that can impede or enhance the Council’s ability to meet its current or future objectives”.

In developing this policy, the Council has agreed that:

- The main risks which present opportunities or hazards to meeting the Council’s objectives will be identified and assessed.
- The risks will be scored.
- A control system to cover the risks will be put in place.

2. ROLES AND RESPONSIBILITIES

The Council will, through the Clerk to the Council:

- Monitor the management of significant risks to ensure that appropriate controls are in place.
- Approve major decisions taking into account the Council’s risk profile or exposure.
- Satisfy itself that less significant risks are being actively managed and that appropriate controls are in place and working effectively to ensure the implementation of policies approved by the Council.
- Review annually the approach to risk management and approve changes where necessary to key elements of its processes and procedures.
- Ensure the implementation of the risk management policy.
- Identify and evaluate the significant risks faced by the Council.
- Provide adequate information for the Council and its committees as appropriate on the status of risks and controls.
- Report annually to Council on the effectiveness of the system of internal controls.

3. RISK MANAGEMENT AS PART OF THE INTERNAL CONTROL SYSTEM

Internal controls encompass a review of the risks inherent in each activity. The following controls are in place:

- Significant risks are identified and evaluated.
- Key risks are monitored by the Finance and General Purposes Committee.

- The budgetary process is used to set objectives within the service plans and allocate resources. Progress towards meeting objectives is monitored by the Policy and Resources Committee.
- A framework of significant strategic risks and how they are to be managed is agreed and monitored on an annual basis.
- Senior officers are required to identify, monitor and review on a regular basis significant risks in their own areas.
- The reports of the internal and external auditors on the adequacy and effectiveness of the system of internal controls are presented to the council.
- The Statement of Accounts are presented to council for approval in accordance with The Accounts and Audit (Wales) Regulations.
- As part of the annual audit, the external auditors advise the council on the operation of the internal financial controls.

4. ANNUAL REVIEW

The council will review the effectiveness of the internal control system and, in doing so, will:

- Review the previous year and examine the Council's record on risk management.
- Consider the internal and external risk profiles of the coming year.
- Consider whether the current internal control arrangements are likely to be effective.

As part of the review, the Policy and Resources Committee and/or Finance and General Purposes Committee will consider:

- The Council's objectives and its financial and non-financial targets.
- The management approach to risk.
- The appropriateness of the level of delegation of authority.
- Scoring of risks.
- Timely identification and assessment of risks.

CORPORATE RISK ASSESSMENT

ACTION PLAN RESULTS – 2024/25

Section	Item	No.	Action identified	Target date	Responsible officer	Action Required	Completion Status
1.	Corporate	1.3	Inadequate attention given to health and safety matters.	September 2024	C/DC	Resource required	Partial resource provided.
		1.4	Updated employee handbook required	September 2024	DC	Liaise with employment advisory service.	Handbook under review.
2.	Financial	2.3	Staff capacity and business continuity risks to be reviewed.	September 2023	C/FM/DC	Additional resource under review.	Partial resource provided. Still under review.
		2.26	Existing procedures inadequate in respect of proactive inspection of buildings and grounds.	December 2024	C/DC/FM	Revised procedures and resource required.	Partial resource provided. New procedures under development.
		2.27	Failure to document assets	September 2024	FM/DC	Revised policy and resource required.	Asset registration process implemented Jan. 25
		2.30	Insufficient staff capacity	October 2024	FM/DC	Policies and procedures, business continuity risks under review.	Partial resource provided. Business continuity plans under review.

27 March 2025

		2.32	Reduce risk to data back-up and storage.	October 2024	FM	Evaluate Cloud based storage systems to further reduce risk.	Further analysis required
3.	Council	3.8	Appropriate resources are not in place to accomplish and review risk assessments to minimise the risk of injury to staff, members, learners and the public.	September 2024	C/DC	Resource required.	Partial resource provided.
4.	Property and Documents	4.3	Loss of assets.	December 2023	FM/DC	Policy, process and resource under review.	Processes under review.
5.	Data Protection	5.3	Establish digital document retrieval system.	September 2024	C/DC/FM	Evaluate document retrieval system. Review of physical document storage.	DokoniFind Document retrieval system now in place and correctly configured. Staff training to be rolled out during April 2025
6.	Employment of Staff	6.4	Review safe storage of physical documents.	June 2024	DC		No progress
		6.4	Existing capacity and business continuity risks to be reviewed.	September 2023	C/FM/DC	Under review	Review incomplete
		6.5	Carry out risk assessments on personal safety. Review lone working policy.	September 2023	DC	Resource required.	No progress
		6.6	Improve leadership at all levels. (Maintain Investors In People (I.I.P.)	June 2023	C/DC	Source leadership training resource.	No progress
		6.7	Continue to enact on recommendations contained in the Investors in People Standard Assessment Report.	September 2022	C/DC	Actions underway. Employee representative groups formed.	Recommendations largely enacted. Appraisal process still under review.

7.	Provision of Office	7.2	Staff to receive refresher training on carrying out housekeeping checks and fire marshal duties. Asset register required.	September 2022	C/DC/FM	Resource required	New system in place. Still under review. Still under review.
	Accommodation/work environs.	7.5	Review accident reporting process.				
8.	Land and Buildings	8.1	Review title deeds and register unregistered property with the Land Registry.	May 2023	DC/FM	Five Roads Recreation Ground to complete.	Still with council solicitor.
9.	Community Halls and Changing Rooms	9.1	Failing halls.	February 2024	C	Review of management policy in work.	Report to members April 2025.
		9.2	Failure to retain asset register.	December 2024	FM/DC	New system under evaluation. Resource required.	Partial resource provided. Still under review.
		9.6 - 9.9, 9.12/9.13	Fire Safety, failure to maintain assets, security and licencing.	December 2024	DC	Revised policies and procedures required. Management committees require training and LRC resource required.	No progress.
14.	Cemetery and Buildings	14.4	Staff to receive refresher training on carrying out housekeeping checks and fire marshal duties.	September 2023	DC	New system introduced Jan 25. Under review. Training underway.	Evaluation review and training underway.
		14.7	Regular H&S recorded site inspections required.	September 2023	DC	Fire Marshall training sourced - not completed. Resource required.	No progress

C – Clerk to the Council
DC – Deputy Clerk
FM – Finance Manager

27 March 2025

LLANELLI RURAL COUNCIL

CORPORATE RISK ASSESSMENT – 2025/26

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
1. CORPORATE					
Administration/legal	1.1 Failure to implement strategic and operational objectives	H	Strategic Plan reviewed after election process, e.g. every five years, by the Policy and Resources Committee. Service Plans compiled annually in accordance with the budget set for the financial year and adopted by the Policy and Resources Committee. Target dates set against each objective and reviewed after a six month period by Committee. Regular departmental and team briefings to review objectives and achievement of targets.	L	Existing procedure adequate.
	1.2 Failure to identify and eliminate operational and financial risks	H	Risk management policy in place. Risk assessment produced identifying corporate and operational risks which is reviewed annually by the Council signed by Chairman and the Deputy Clerk upon adoption.	L	Existing procedure adequate.
	1.3 Inadequate attention given to health and safety matters	H	Health and Safety Consultants engaged to advise Council. Health and Safety Policy in place with designated staff having defined responsibilities. Health and Safety Committee meetings in place to review arrangements and procedures. Employee Safety Handbook issued to all staff. Risk, manual handling and COSHH assessments being compiled. Staff undertake training courses as and when necessary.	M	Existing procedure inadequate. Designated staff defined responsibilities matrix required. Health and Safety representatives meetings required. Risk, manual handling and COSHH assessments/reviews requires resource.

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
1.4	Failure to comply with Employment Law	H	Adequate budget in place to fulfil responsibilities. Human resource consultants engaged to advise Council. Staff are issued with contracts of employment and Employee Handbook.	L	Existing procedure adequate Employee handbook update required.
1.5	Inadequate management system.	M	Proper management structure in place. Organisational chart depicts staffing structure.	L	Existing procedure adequate.
1.6	Legal processes	H	Solicitors engaged to advise and act on behalf of the Council in matters such as leases, tenancy agreements, licences etc.	L	Existing procedure adequate.
1.7	Failure to advise elected Members on local government law and procedures	M	Induction process available to Members following election. Members sign and comply with the Code of Conduct. Qualified staff advise on law and procedures including the scope of local council powers.	L	Existing procedure adequate.
1.8	Fraud and corruption	H	Fraud and Corruption Policy adopted. Responsibility for financial transactions designated to defined staff.	L	Existing procedure adequate
Communication	Electorate not being consulted on local developments.	M	Public meetings convened to inform of capital proposals. Local committees/residents invited to participate in formation of capital schemes.	L	Existing procedure adequate.

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
Contracting arrangements	1.10 Failure to engage suitable/qualified contractors	H	<p>Council Tax Notice circulated with Council Tax demand annually to inform of Council's expenditure for the forthcoming year.</p> <p>Website updated on a regular basis.</p> <p>Public notices included in local press.</p> <p>Meeting agendas posted on notice board and website.</p> <p>Regular postings on social media sites.</p> <p>Complaints procedure in place.</p>	L	Existing procedure adequate.
Value for money	1.11 Failure to achieve value for money	M	<p>Appropriately qualified electrical and heating engineer contractors engaged.</p> <p>Public Liability Certificates of contractors reviewed periodically.</p> <p>Contracts in place with sub-contractors to deliver specialist training courses for learners.</p> <p>Discussions take place if contractors under-perform to resolve any issues.</p> <p>JCT documentation completed and signed for construction works.</p>	L	Existing procedure adequate.
Capital schemes	1.12 Failure to produce a capital programme	H	<p>Officers follow the procedures set out in the financial regulations when obtaining quotations/tenders.</p> <p>Sell to Wales procurement process utilised as appropriate.</p> <p>Rolling programme of capital schemes agreed by Council following elections, e.g. on a five-yearly basis or at the Special Council meeting where budgets are confirmed.</p> <p>Funding for schemes identified.</p> <p>Grants or borrowing approval pursued as agreed by Council.</p>	L	Existing procedure adequate.

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
2. FINANCIAL					
Administration/legal	2.1 Failure to set a precept within sound budgeting arrangements	H	Present draft budgets to Committee following an agreed timetable. Review all charges. Council sets precept as a result of a full report detailing requirements for forthcoming year for all heads of income and expenditure. Review adequacy of all balances and reserves. Ensure that an effective budget monitoring is in place throughout the year. Precept demand signed by the Chairman and Clerk and served on Billing Authority (Carmarthenshire County Council)	L	Existing procedure adequate
	2.2 Failure to keep proper financial records	H	Responsible Financial Officer defined. Standing Orders and Financial Regulations are in place and are subject to periodic review. Monthly reports to Finance and General Purposes Committee. Effective internal audit in place. External audit in accordance with Accounts and Audit (Wales) Regulations.	L	Existing procedure adequate
	2.3 Poor financial management	H	Responsibility for the management of the Council's financial affairs in place with the appointment of Responsible Financial Officer (RFO) who has defined duties. Sufficient staff resource in place. Standing Orders and Financial Regulations maintained and reviewed. Effective budgetary control/financial reporting system in place. Investments made in accordance with Investment Strategy. Schedule of Payments presented monthly to Finance and General Purposes Committee.	L	Existing procedures adequate.

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
		H	Monthly reconciliation of accounts. Internal audit in place. External audit in accordance with Accounts and Audit (Wales) Regulations.	L	Existing procedure adequate
2.4	Inadequacy of insurance	H	Annual review of all insurance arrangements. Cover for employers Liability, Public Liability, Fidelity Guaranteee and fleet in place	L	Existing procedure adequate
2.5	Uncompetitive insurance premium	L	Three year long-term insurance agreement in place. Agreement ends 31 March 2027.	L	Existing procedure adequate
2.6	Failure to collect income	M	Responsibility for collection of income is defined. Debtor invoices issued for cash receipts. Irrecoverable sums are written off. Internal audit testing carried out.	L	Existing procedure adequate
2.7	Loss of revenue through unavailability of training venues	H	Regular maintenance programme in place. Gas and electrical supplies/appliances certified as appropriate. Sub-contractors available to deliver training routes in an emergency situation. Loss of revenue insurance in place.	L	Existing procedure adequate
2.8	No authority to incur expenditure	H	Levels of responsibility documented. Staff are fully conversant with local council legal duties and powers.	L	Existing procedure adequate
2.9	No official order issued for goods/services	M	Official orders issued for all goods/services.	L	Existing procedure adequate

	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
2.10	No control on expenditure	H	Budgets set gives authority to spend in accordance with Financial Regulations and is reviewed monthly	L	Existing procedure adequate
2.11	Creditor invoice incorrectly calculated or recorded	L	Randomly check invoices arithmetically, match orders with invoices. Report discrepancies to creditor.	L	Existing procedure adequate
2.12	Unauthorised payment	M	Invoices authorised for payment documented. All methods of payment signed by two Members and an authorised officer. Cheque book counterfoils initialled by defined officers.	L	Existing procedure adequate
2.13	Capacity of payment facility in internet banking	M	Payments imported directly from accounts software directly to bank secure internet banking site.	L	Existing procedure adequate
2.14	Failure to attain performance and quality targets for learner provision	H	Job outcomes and framework completion rates in accordance with targets set by Welsh Government and Primary Contract partners. Quality Development Plan compiled and implemented and reported to the Learning and Development Consultative Committee. Staff and sub-contractors in place to deliver and assess training.	L	Existing procedure adequate
2.15	Failure to submit tenders for external funding.	H	Tender documents submitted to Welsh Government via Primary Contractors within stipulated timescale.	L	Existing procedure adequate

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
2.16	Inability to repay loans	H	Report presented by the Clerk/RFO on capital projects requiring loan sanction and the affordability of repayment to enable progression. Council decides upon amount required. Application is made to the Welsh Government for borrowing approval. Revenue budget is provided for repayment of loan.	L	Existing procedure adequate
2.17	Inadequate checks on banking processes	H	Bank accounts monitored regularly. Adequate funds made available for credit balance	L	Existing procedure adequate
2.18	Bank charges uncompetitive	L	Low cost payment plan negotiated.	L	Existing procedure adequate
2.19	Loss of investment interest	L	Review investment policy annually. Surplus funds invested when possible to gain maximum interest. Return of principal and interest verified against bank statements.	L	Existing procedure adequate
2.20	Loss of cash through theft or dishonesty	M	Responsibility for cash at all sources identified. Cash held in safe pending banking. Arrangements in place for issuing invoices, recording and banking of all cash received. Monthly bank reconciliation. Monthly reports to Finance and General Purposes Committee. Adequate fidelity guarantee held.	L	Existing procedure adequate
2.21	Failure to pay correct salaries (including wages and allowances)	M	Pay grades checked to contracts of service and NJC grades/points annually or upon review. Allowances agreed by Policy and Resources Committee when pay increases are confirmed. All calculations verified by RFO.	L	Existing procedure adequate

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
2.22	Failure to comply with HMRC instructions for statutory deductions	M	Payroll software updated with deduction rates notified by HMRC. Comprehensive records of all calculations maintained in accordance with HMRC regulations. Monthly payments and submissions to HMRC in accordance with Real Time Reporting.	L	Existing procedure adequate
2.23	Failure to comply with Local Government Pension Scheme (LGPS) Regulations	M	Employee contributions based on bands issued by Dyfed Pension Fund reviewed at least annually. Regulatory and discretionary policies updated as required by legislation. Monthly payments and submissions to Dyfed Pension Fund via i-connect.	L	Existing procedure adequate
2.24	Failure to account for VAT	M	All items entered onto financial software which is updated with changes in rates as required. Claims reconciled with nominal ledger and submitted online to HMRC within prescribed timescale.	L	Existing procedure adequate
2.25	Inadequate budget for election costs	M	Annual budget amassed over Council term to offset cost	L	Existing procedure adequate
2.26	Failure to maintain assets	H	Regular inspection and maintenance of buildings and grounds, maintenance to vehicles and machinery documented.	M	Existing procedure inadequate. Proactive building inspection resource required.
2.27	Failure to document assets	M	Asset register reviewed and updated annually.	M	Existing procedure inadequate. A review of the register process is required.
2.28	Inadequate general reserves	M	Considered at budget setting Working balance equivalent to three months' expenditure maintained.	L	Existing procedure adequate

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
2.29	Inadequate earmarked reserves	H	Considered at budget setting and year-end. Records maintained.	L	Existing procedure adequate
2.30	Absence/loss of personnel. Insufficient resource/capacity.	H	Documentation of financial procedures on-going. Monitoring of staffing capacity. Training provided. Secondment of staff.	M	Existing controls, staff capacity and risk to business continuity under review.
2.31	Fraud	H	Different levels of responsibility for financial transactions documented. Fidelity Guarantee in place. Fraud and Corruption policy in place.	L	Existing procedure adequate
2.32	Loss of financial data	H	Data backed up on server and external hard drive. Remote check of back-up success by Pisy. Back up cartridge removed from site overnight.	L	Existing procedure adequate. Seek to introduce Cloud back-up resource to improve security.
2.33	No power to incur expenditure	H	Clerk and RFO aware of various legislation and advise Council	L	Existing procedure adequate
2.34	Accounts not prepared within legislative timetable	H	Statement of Accounts presented to Council by 30 June each year. Notice of Audit published followed by Notice of Completion of Audit in accordance with legislation.	L	Existing procedure adequate
2.35	Conflict of Interest – Members	M	Councillors have a duty to declare any interest at the start of all council and committee meetings and before the item is discussed.	L	Existing procedure adequate
2.36	Register of Members' Interests	M	Register of Members' Interests form to be reviewed at least on an annual basis. Register published on Council website.	L	Existing procedure adequate

Item		Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
	2.37	Hospitality Register- Members	M	Hospitality Register to be completed when a gift of £25 or over in value is offered and/or is accepted. Members to be reminded annually to take responsibility to update the register	L	Existing procedure adequate
	2.38	Register of staff interests	M	Register of Staff Interests Form to be reviewed at least on an annual basis. Staff to be reminded annually to take responsibility to update the register	L	Existing procedure adequate
	2.39	Hospitality Register -Staff	M	Hospitality Register to be completed when a gift is offered and/or accepted. Staff to be reminded annually to take responsibility to update the register	L	Existing procedure adequate

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
3. COUNCIL AND COMMITTEE MEETINGS					
Administration/legal	3.1 Failure to meet statutory duty	M	<p>All Councillors are notified of meetings by way of summons and agenda.</p> <p>All notices are posted on the Council's website and notice board three clear days prior to any meeting.</p> <p>Minutes and meeting notes are produced of all meetings.</p> <p>Meetings must be quorate.</p> <p>Attendance records maintained.</p> <p>Minutes signed by Chairman of Council and retained as the master copy.</p>	L	Existing procedure adequate
	3.2 Failure to respond to the electors' wish to exercise its rights/Freedom of Information Act	L	<p>Members and staff aware of electors' rights.</p> <p>Model Publication Scheme in place which was publicised in local press on adoption and is included on the website.</p>	L	Existing procedure adequate
	3.3 Failure to comply with new regulations/legislation	H	<p>Correspondence/notices reported to appropriate committee and enacted upon by officers.</p> <p>Membership of appropriate local/national associations maintained.</p> <p>Responsibility to ensure standards and on-going requirements are met allocated.</p> <p>Subscription to appropriate publications.</p> <p>Networking by staff.</p>	L	Existing procedure adequate
	3.4 Equality Act 2010 (formerly Disability and Discrimination Act)	M	<p>Meet all conditions of the Act as they affect service provision and the local council sector.</p> <p>Disability Policy in place.</p> <p>Allocation of responsibility for ensuring that standards/on-going requirements are met.</p>	L	Existing procedure adequate,

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
3.5	Failure to report Council business in minutes	M	Council business annotated on agendas to inform Members of what is expected of them in meetings. Proper, timely and accurate recording of Council business in the minutes. Minutes are numbered individually, paginated and signed. Master copy of minutes maintained.	L	Existing procedure adequate
3.6	Access	M	Access is available to all. Multi location meeting arrangements in place. Area set aside for press and public.	L	Existing procedure adequate.
3.7	Delegated powers	M	Scheme of delegation to the council's committees and the Clerk in place and set out in the council's constitution. Retrospectively reported in Minutes.	L	Existing procedure adequate.
Physical	3.8 Personal injury	H	Appropriate regulations and controls are in place to minimise the risk of injury to staff, Members, learners and the public. Defined standards are maintained. Lone Working Policy in place. Appropriate insurance cover in place.	M	Existing procedure inadequate. Resource for risk assessment process and policy review required.

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
4. PROPERTY AND DOCUMENTS					
Financial	4.1 Legal liability as a result of asset ownership	H	Adequate public liability insurance in place.	L	Existing procedure adequate.
Physical	4.2 Loss/damage to civic regalia	M	Asset Register maintained. Adequate insurance in place. Users are aware of their responsibility to ensure adequate security/storage when regalia is in their care. Civic regalia maintained and cleaned.	L	Existing procedure adequate.
	4.3 Loss of assets	M	Responsibility for and effective security in place for all assets. Asset Register maintained.	M	Existing procedure inadequate. Improvements in asset register procedures required.
Professional	4.4 Failure to effectively process documents	M	Appropriate insurance cover is held.	L	Existing procedure adequate.
	4.4 Failure to effectively process documents	M	Responsibility for the maintenance of effective control of documentation allocated. Defined procedure for recording receipt of documents, circulation, response, handling, retention and disposal filing.	L	Existing procedure adequate.
	4.5 Security - Vauxhall Buildings	M	Members and staff aware of internal door security numbers and measures to be followed. Staff issued with programmed fobs for internal access where the facility exists.	L	Existing procedure adequate.

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
5. DATA PROTECTION					
Administration/legal	5.1 Data breach	H	Compliance with the General Data Protection Regulation (GDPR) 2018 and Data Protection Act 2018. Policies and privacy notices adopted. Procedures for control, retention and disposal of documentation in place. Members, employees and sub-contractors trained to comply with GDPR.	L	Existing procedure adequate.
	5.2 Loss of data	H	Data backed up on Office 365. Computer network – cyber essentials plus accreditation.	L	Existing procedure adequate. Consider cloud back-up to reduce risk.
	5.3 Loss of documents	M	Documents should be stored in secure and fire proof storage units. Document retrieval system required.	M	Storage of physical documents to be reviewed. Space has become an issue. DokoniFind Document retrieval system now in place and correctly configured. Staff training to be rolled out during April 2025.

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
6. EMPLOYMENT OF STAFF					
Administration/legal	6.1 Failure to comply with Employment Law	H	Contracts of employment issued to all staff. Human resource consultancy service engaged. On-going training to fulfil requirements.	L	Existing procedure adequate.
Professional	6.2 Inability to retain staff	H	Regular staff appraisals. On-going documentation of key functions. Recognised as an Investor in People organisation	L	Existing procedure adequate.
	6.3 Lack of training	M	Staff appraisals highlight any training needs. Staff attend training courses as required to undertake their duties. Training records maintained. Council training plan published on council website.	L	Existing procedure adequate
	6.4 Lack of employee motivation/efficiency/capacity.	M	Each employee has a job description. Regular staff appraisals held. Staff records maintained. Staff meetings to encourage continuous development and improvement. Monitoring of staffing capacity. Investors in People processes in place.	M	Existing capacity and business continuity risks to be reviewed.
	6.5 Attacks on personnel	H	Security system in place. Insurance cover held. Staff issued with Lone Working Policy. Staff have telephone access at all times and are issued with mobile phones and panic alarms if required.	M	Risk assessments to be undertaken. Review lone working policy. Review training requirements. Resource required.
	6.6 Failure to implement people management practices.	M	Managers have people management responsibilities.	M	Improve leadership skills at all levels.

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
7. PROVISION OF OFFICE ACCOMMODATION/WORKING ENVIRONS					
Financial	7.1 Inadequate budget provision	M	Detailed requirements and reports provided in annual budget setting process.	L	Existing procedure adequate.
Physical	7.2 Poor working conditions	H	Housekeeping checklists completed quarterly. Repairs and maintenance undertaken in accordance with tenancy agreements. Adverse conditions reported to Finance and General Purposes Committee and/or landlord as appropriate.	L	Staff training on undertaking housekeeping checks to be completed.
	7.3 Poor/faulty equipment	M	Furniture removed and replaced as necessary. Furniture checks performed quarterly. Checklists in place to identify faults. Faulty equipment taken out of use.	L	Asset register process under review. Refresher training rolling out April 2025.
	7.4 Fire	H	Testing and maintenance of fire alarm system in accordance with statutory legislation. Appropriate extinguishers in place and regular testing of equipment. Signage in place. Fire risk assessment in place. Recommended actions acted upon. Emergency evacuation procedure in place. Staff received fire marshal training.	L	Review of Evacuation Chair system required.
	7.5 Personal injury	M	Controls in place to minimise the risk of injury. Defined standards maintained. Near Miss procedure, Accident Reporting and Investigation procedure in place.	M	Fire marshal refresher training required. Existing procedure inadequate. Review of risk assessment and accident reporting process/policy required.

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
Technical	7.6 Defective electrical equipment/machinery and heating system	H	Repairs/maintenance/certification carried out by qualified contractors. Regular inspections carried out to ensure that statutory obligations are met. Appropriate records maintained.	L	Existing procedure adequate.

8. LAND AND BUILDINGS

Administration/legal	8.1 Maintenance and security of Deeds of Ownership etc.	M	Responsibility for security determined. Schedule listing all deeds in place and copied for administrative purposes. All deeds and relevant documentation held in fire proof cabinet or otherwise deposited with appropriate third party for safekeeping. Property registered with Land Registry	L	Review of document storage arrangements required.
----------------------	---	---	--	---	---

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
9. COMMUNITY HALLS AND CHANGING ROOMS					
Administration/legal	9.1 Failing hall committee	H	Officers support volunteer committees. Council steps in if committee fails.	H	Review of council facilities management policies underway.
	9.2 Inadequate representation on management committees	M	Local Members appointed onto management committee in accordance with Heads of Agreement.	L	Existing procedure adequate. Encourage engagement.
	9.3 Failure to retain asset register	M	All premises included on asset register.	L	Existing procedure adequate.
Financial	9.4 Failure to secure a lease/licence	H	Signed leases for land in place with landowners.	L	Existing procedure adequate.
	9.4 Inadequate budget provision	H	Adequate provision made in budgets for maintenance and capital works. Financial support to hall committee's sustainability of operational expenses.	L	Existing procedure adequate.
Physical	9.5 Misuse of changing facilities	M	Terms and Conditions of Use of Changing Rooms in place.	L	Existing procedure adequate.
	9.6 Fire	H	Management committees instructed to limit storage of combustible materials. Fire risk assessments undertaken annually. Appropriate fire extinguishers in place and serviced annually. Safety signage in place.	L	Existing procedure inadequate. Recorded housekeeping checks required.
	9.7 Failure to maintain assets	H	Repair and maintenance system in place. Staff trained to undertake repairs.	M	Existing procedure inadequate. Regular buildings inspections

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
9.8	Inadequate security	H	Management committees responsible for the security of the buildings. Security company engaged to provide a key holding service for out-of-hours attendance for alarmed properties.	L	Existing procedure adequate.
9.9	Poor/faulty equipment	H	Furniture removed and replaced as necessary. Furniture checks performed quarterly.	L	Existing procedure inadequate. Regular furniture checks requires resource.
9.10	Loss/damage through vandalism	H	Efficient and effective security of buildings. Liaison maintained with local enforcement agencies. Appropriate action taken against offenders. Security company provides out-of-hours emergency repairs. CCTV at some assets. Contact details of Deputy Clerk and Facilities Manager held by management committees for emergency situations and the security company for alarmed premises.	L	Existing procedure adequate.
9.11	Personal injury	H	Regular maintenance in place to minimise the risk of injury to all users. Appropriate signage in place where necessary. Appropriate insurance cover in place. Hirers and hall management undertake appropriate risk assessments.	M	Existing procedure inadequate. Resource required to undertake training and regular health and safety inspections. Risk assessment protocols required.
Technical 9.12	Defective electrical equipment and heating system	H	Repairs/maintenance/certification carried out by qualified contractors. Portable appliance testing in accordance with statutory regulations for high risk areas. Recorded visual checks also undertaken in low risk areas during housekeeping checks.	M	Existing procedure inadequate. Regular buildings inspections require resource. Housekeeping check procedures require review.

				Appropriate records maintained.	
Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
Transfer of Assets	9.15 Failure to secure a lease/licence	M	Legal services engaged to advise on and expedite lease/licence.	L	Existing procedure adequate.
	9.16 Poor condition of asset	H	Council considers financial consequence of adopting the asset. Professional reports obtained when necessary.	L	Existing procedure adequate.
10. RECREATION GROUNDS AND OPEN SPACES					
Administration/legal	10.1 Failure to secure a lease/licence	M	Signed leases/licences in place with landowners.	L	Existing procedure adequate.
Environmental	10.2 Impact of flytipping and associated health and safety risk	M	Regular site inspections carried out. Litter bins provided and emptied. Hazardous substances/equipment are properly dealt with. Liaison with local enforcement agencies maintained.	L	Existing procedure adequate.
	10.3 Vandalism	H	Liaison with local enforcement agencies maintained. Appropriate action taken against offenders.	L	Existing procedure adequate.
Financial	10.4 Inadequate budget provision	M	Expenditure detailed in budgetary process	L	Existing procedure adequate.
Physical	10.5 Personal injury	H	Regular maintenance in place to minimise the risk of injury to all users. Regular health and safety site inspections carried out to ensure that defined standards are maintained. Appropriate signage is in place where necessary. Appropriate insurance cover in place.	L	Existing procedure adequate.

Item	10.6	Lack of maintenance	M	Regular maintenance programme in place.	L	Existing procedure adequate.
		Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
Transfer of Assets to the Council	10.7	Failure to secure a lease/licence	M	Legal services engaged to advise on and expedite lease/licence.	L	Existing procedure adequate.
	10.8	Poor condition of asset	H	Funding to upgrade asset secured prior to its transfer if available. Level of resources required to maintain facilities quantified prior to any transfers taking place.	L	Existing procedure adequate.

11. PLAY AREAS

Administration/legal	11.1	Failure to secure a lease	M	Signed leases for and in place with landlords.	L	Existing procedure adequate.
Financial	11.2	Inadequate budget provision	M	Expenditure detailed in budgetary process.	L	Existing procedure adequate.
Environmental	11.3	Inadequate insurance cover	H	Council has appropriate insurance cover.	L	Existing procedure adequate.
	11.4	Vandalism	L	Liaison with enforcement agencies maintained. Appropriate action taken against offenders.	L	Existing procedure adequate.
Physical	11.5	Personal injury	H	Regular maintenance in place to minimise the risk of injury to all users. Responsibility for inspecting play areas defined. Inspections undertaken on a regular basis and documented. Annual inspection by Miracle Play. Ownership signs in place.	L	Existing procedure adequate.
	11.6	Lack of maintenance	H	Maintenance budgets in place. Regular maintenance regime and recording system in place. Staff trained to undertake duties.	L	Existing procedure adequate.
Transfer of Assets to the Council	11.7	Failure to secure a lease/licence	M	Legal services engaged to advise on and expedite lease/licence.	L	Existing procedure adequate.
	11.8	Poor condition of asset	H	Funding secured to upgrade or replace equipment and surfacing prior to its transfer.	L	Existing procedure adequate.

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
12. PUBLIC RIGHTS OF WAY/FOOTPATHS					
Administration/legal	12.1 Inability to identify public rights of way/footpaths	L	Official routes of public rights of way documented.	L	Existing procedure adequate.
Environmental	12.2 Failure to undertake maintenance works	L	Regular maintenance programme in place. Staff trained to undertake duties.	L	Existing procedure adequate.
Financial	12.3 Inadequate budget provision	L	Expenditure detailed in budgetary process.	L	Existing procedure adequate.
Physical	12.4 Personal injury	M	Safe working practices in place for LRC areas of activity. Carmarthenshire County Council responsible for the upkeep and condition of footpath surfaces and assets.	L	Existing procedure adequate.
13. FOOTWAY LIGHTING					
Administration/legal	13.1 Inability to maintain footway lighting	M	Carmarthenshire County Council contracted to inspect, maintain and provide energy supply to the lighting columns.	L	Existing procedure adequate.
Environmental	13.2 Failure to provide lighting	L	Faulty lights reported to contractor.	L	Existing procedure adequate.
Financial	13.3 Inadequate budget provision	M	Requirements provided for in annual budget process.	L	Existing procedure adequate.

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
14. CEMETERY AND BUILDINGS					
Financial	14.1 Inadequate budget provision	M	Detailed requirements and report provided in annual budget setting process.	L	Existing procedure adequate.
Environmental	14.2 Impact of fly tipping and associated health and safety risk	M	Regular site inspections carried out. Litter bins provided and emptied. Hazardous substances/equipment are properly dealt with. Liaison with local enforcement agencies maintained.	L	Existing procedure adequate.
	14.3 Vandalism	L	Liaison with local enforcement agencies maintained. Appropriate action taken against offenders.	L	Existing procedure adequate.
	14.4 Public Health	H	Policies, procedures and control measures in place. Officers and staff trained in appropriate practices and control measures. Refresher training provided.	L	Existing procedure adequate.
Legal	14.5 Control of burial space	H	Policies, procedures and control measures in place. Officers and staff trained in appropriate practices and control measures. Refresher training provided.	L	Existing procedure adequate.
Physical	14.6 Fire	H	Security/control of combustible materials in place. Council budgets in place. Fire risk assessments reviewed annually. Appropriate fire extinguishers in place and regular testing of equipment. Signage in place. Staff received fire marshal training.	L	Staff to be given refresher training on carrying out housekeeping checks and fire marshal duties. Housekeeping check policy to be reviewed.

Item	14.7	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
Physical	14.7	Personal injury	H	<p>Regular maintenance in place to minimise the risk of injury to all users.</p> <p>Appropriate signage is in place where necessary.</p> <p>Appropriate insurance cover in place.</p> <p>Procedure in place for testing of headstones/kerbstones.</p> <p>Risk assessments in place to control all cemetery functions and activities.</p>	L	<p>Existing procedure inadequate.</p> <p>Regular recorded health and safety site inspections required to ensure that defined standards are maintained.</p>
	14.8	Lack of Maintenance	H	<p>Regular Maintenance programme in place.</p> <p>Staff trained to undertake duties.</p>	L	<p>Existing procedure adequate.</p>

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
15. SERVICE LEVEL AGREEMENT PROVISION					
Administration	15.1 Poor management	H	Service Level Agreement in place. Charges reviewed annually or when pay awards are implemented. Working hours recorded and analysed.	L	Existing procedure adequate.
	15.2 Poor financial management	H	Effective budgetary control/financial management in place. Official orders received for delivery of the service. Reconciliation of accounts and sales invoices issued regularly. Payment terms of service invoices adhered to.	L	Existing procedure adequate.

Item	Risk identified	Impact on Council	Management/control of risk	Likelihood of occurrence	Action required
16. OUTBREAK OF CONTAGIOUS VIRUSES, DISEASES ETC.					
Pandemic	16.1 Adherence to Welsh Government and health regulations and guidelines at all times	H	Clerk's Scheme of Delegated Powers in place. Closing down of workplaces and premises as required. Assess all aspects of activities to reduce risk wherever possible in response to Welsh Government guidance and regulations.	M	Review of actions in all areas undertaken post pandemic (Covid-19). Document process to follow in the event of any future emergency situation.

Signed

(Chairman of Council)

(Deputy Clerk)

Date

CORPORATE RISK ASSESSMENT

ACTION PLAN – 2025/26

Section	Item	No.	Action identified	Target date	Responsible officer	Action Required
1.	Corporate	1.3	Inadequate attention given to health and safety matters.	March 2026	C/DC	Resource required. Designated staff defined responsibilities matrix required. Health and Safety representatives meetings required. Risk, manual handling and COSHH assessments/reviews required. Brightsafe Risk management portal in place to aid H&S resource. Part time staff assigned to roll out systems and process training to all employees.
2.	Administration/legal	1.4	Updated employee handbook required.	September 2025	DC	Under review. Part time resource provided
		2.26	Existing procedures inadequate in respect of proactive inspection of buildings and grounds.	December 2025	C/DC/FM	New procedures under development. Part time staff assigned to roll out systems and process training to all employees.
		2.27	Failure to document assets	September 2025	FM/DC	Review of asset registration process implemented Jan. 25. Part time staff assigned to roll out systems.
		2.30	Insufficient staff capacity and business continuity risk.	March 2026	FM/DC	Existing controls, staff capacity and risk to business continuity management systems under review. Part time staff assigned to roll out systems

30 March 2025

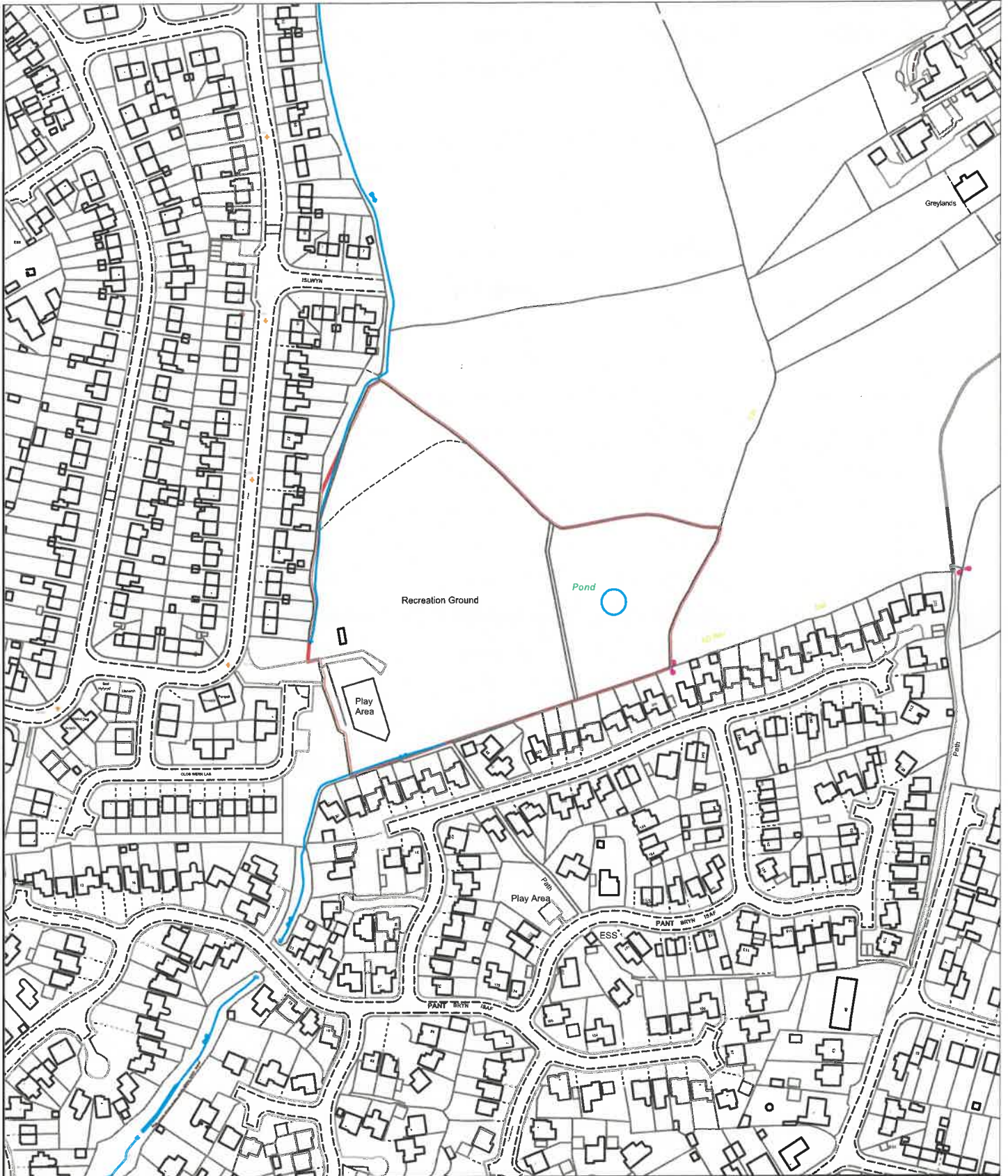
		2.32	Risk to data back-up and storage.	March 2026	FM	Existing procedure inadequate Development of a business continuity plan underway. Budget in place. Evaluate Cloud based storage systems to further reduce risk.
3.	Council	3.8	Appropriate resources are not in place to accomplish and review risk assessments to minimise the risk of injury.	March 2026	C/DC	Resource for risk assessment process and policy review required.
4.	Physical	4.3	Loss of assets	December 2025	DC/FM	Review of asset registration process implemented Jan. 25. Part time staff assigned to roll out systems.
5.	Data Protection	5.2	Loss of Data	March 2026	C/DC/FM	Consider cloud back-up to reduce risk.
		5.3	Loss of physical documents.	April 2024	C	DokoniFind Document retrieval system now in place. Staff training to be rolled out during April 2025.
6.	Employment of Staff	6.4	Lack of employee motivation/efficiency/capacity.	March 2026	C/FM/DC	Existing capacity and business continuity risks to be reviewed.
		6.5	Risk of attacks on personnel	September 2025	DC	Carry out risk assessments on personal safety. Brightsafe portal use rolling out. Lone working policy under review. Part time resource provided.
		6.6	Failure to implement people management practices.	September 2025	C/DC	Improve leadership at all levels. Training resource required. Resource required to evaluate training needs. Employee representative groups in place. Dialogue taking place. Maintain Investors In People (I.I.P.) Accreditation due in September 2025.
7	Provision of Office Accommodation/work environs.	7.2	Maintaining adequate working conditions	December 2025	C/DC/FM	Staff training on undertaking housekeeping checks to be completed.
		7.3	Poor/faulty equipment	December 2025	C/DC/FM	Asset register process under review. Refresher training rolling out April 2025.

30 March 2025

			Fire		December 2025	C/DC/FM	Review of Evacuation Chair system required. Fire marshal refresher training required.
			Personal injury		December 2025	C/DC/FM	Existing procedure inadequate. Review of risk assessment and accident reporting process/policy required.
8.	Land and Buildings	8.1	Maintenance and security of Deeds of Ownership etc.		December 2025	DC/FM	Review document storage arrangements.
9.	Community Halls and Changing Rooms	9.1	Failing volunteer committees.		April 2024	DC	Review of management policy in work. Report due to Recreation & Welfare Committee April 2025.
		9.2	Failure to retain asset register.		December 2025	FM/DC	New system under evaluation. Resource required.
		9.6 - 9.9, 9.11/9.12	Fire Safety, failure to maintain assets and security.		December 2025	DC	Revised policies and procedures required. Management committees require training and LRC resource required.
14.	Cemetery and Buildings	14.4	Staff to receive refresher training on carrying out housekeeping checks and fire marshal duties.		December 2025	DC	New system introduced Jan 25. Under review. Training underway.
		14.7	Regular H&S recorded site inspections required.		December 2025	DC	Fire Marshall training sourced - not completed. Resource required.

C – Clerk to the Council
DC – Deputy Clerk
FM – Finance Manager

30 March 2025



Title - Trallwm Park
Area - 5.63 acres

Ref. - EH/HI

Date/Dyddiad - 08/11/2024

Scale/Graddfa - 1:2500



Adran Eiddo/Property Division
Neuadd y Sir/County Hall
Caerfyrddin/Carmarthen
SA31 1JP

Mae'r map hwn yn seiliedig a deunydd yr Ordnance Survey gyda chaniatâd yr Ordnance Survey ar ran Rheolwr Llyfrfa El Mawrhydi © Hawffraint y Goron. Mae atgynhyrchu heb ganiatâd yn torri hawffraint y Goron a gall hyn arwain at erlymied neu actos sifil.
© Hawffraint y Goron a hawliau cronfa ddata 2023 Arolwg Ordnans AC0000810849
This map is reproduced from Ordnance Survey material with the permission of Ordnance Survey on behalf of the Controller of Her Majesty's Stationary Office © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings.
© Crown copyright and database rights 2023 Ordnance Survey AC0000810849

These are the notes referred to on the following official copy

Dyma'r nodiadau y cyfeirir atynt ar y copi swyddogol canlynol.

The electronic official copy of the title plan follows this message.

Mae'r copi swyddogol electronig o'r cynllun teitl yn dilyn y neges hon.

Please note that this is the only official copy we will issue. We will not issue a paper official copy.

Sylwch mai hwn yw'r unig gopi swyddogol a ddarparwn. Ni fyddwn yn darparu copi swyddogol papur.

This official copy was delivered electronically and when printed will not be to scale. You can obtain a paper official copy by ordering one from HM Land Registry.

Anfonwyd y copi swyddogol hwn yn electronig a phan gaiff ei argraffu ni fydd wrth raddfa. Gallwch gael copi swyddogol papur trwy archebu un o Gofrestrfa Tir EF.

This official copy is issued on 04 February 2025 shows the state of this title plan on 04 February 2025 at 11:04:56. It is admissible in evidence to the same extent as the original (s.67 Land Registration Act 2002). This title plan shows the general position, not the exact line, of the boundaries. It may be subject to distortions in scale. Measurements scaled from this plan may not match measurements between the same points on the ground.

Mae'r copi swyddogol hwn a gyhoeddir ar 04 Chwefror 2025 yn dangos sefyllfa'r cynllun teitl hwn ar 04 Chwefror 2025 am 11:04:56. Mae'n dderbyniol fel tystiolaeth i'r un graddau â'r gwreiddiol (adran 67 Deddf Cofrestru Tir 2002). Mae'r cynllun teitl hwn yn dangos safle cyffredinol, nid union linell, y terfynau. Gall fod gwyriadau yn y raddfa. Mae'n bosibl na fydd mesuriadau wedi eu graddio o'r cynllun hwn yn cyfateb â mesuriadau rhwng yr un pwyntiau ar y llawr. Gweinyddir y teitl hwn gan Gofrestrfa Tir EF Swyddfa Cymru.

This title is dealt with by the HM Land Registry, Wales Office .

© Crown copyright. Produced by HM Land Registry. Reproduction in whole or in part is prohibited without the prior written permission of Ordnance Survey. Licence Number AC0000851063.

© Hawlfraint y Goron. Cynhyrchwyd gan Gofrestrfa Tir EF. Gwaherddir atgynhyrchu'r cyfan neu ran heb ganiatâd ysgrifenedig blaenorol yr Arolwg Ordnans. Rhif Trwydded AC0000851063.

H.M. LAND REGISTRY

TITLE NUMBER

WA 883810

ORDNANCE SURVEY
PLAN REFERENCE

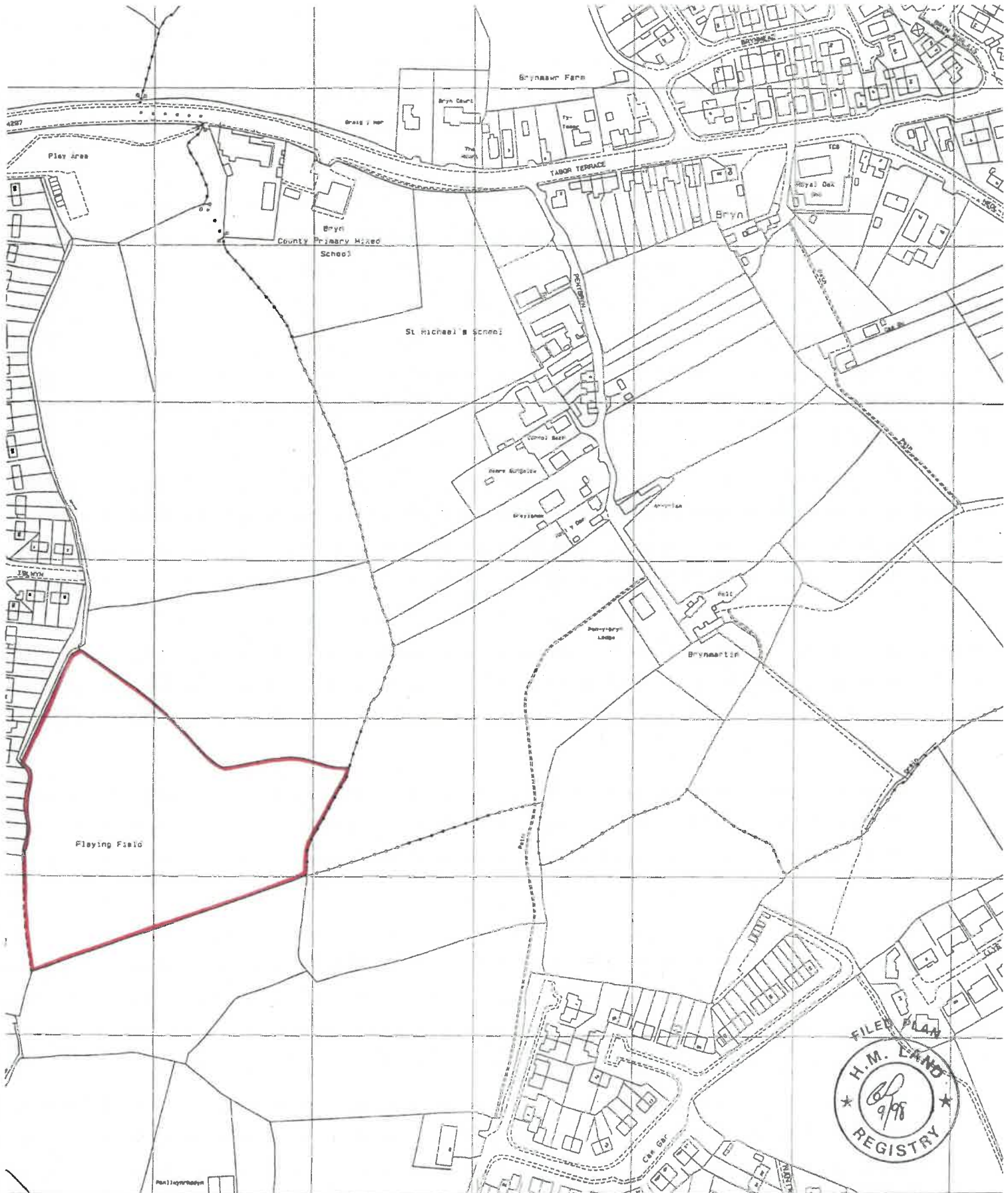
SN5400

Scale
1/2500

ADMINISTRATIVE AREA

CARMARTHENSHIRE/SIR GAERFYRDDIN

© Crown Copyright



- LR1. Date of lease**
- LR2. Title number(s)**
LR2.1 Landlord's title number(s)
WA883810
LR2.2 Other title numbers
None
Existing title number(s) against which entries of matters referred to in LR9, LR10, LR11 and LR13 are to be made.
None
- LR3. Parties to this lease**
Landlord
Carmarthenshire County Council
Tenant
Llanelli Rural Council
Other parties
None
- LR4. Property**
The Premises as defined in clause 1.13.
- LR5. Prescribed statements etc.**
LR5.1 Statements prescribed under rules 179 (dispositions in favour of a charity), 180 (dispositions by a charity) or 196 (leases under the Leasehold Reform, Housing and Urban Development Act 1993) of the Land Registration Rules 2003.
None
LR5.2 This lease is made under, or by reference to, provisions of:
None applicable
- LR6. Term for which the Property is leased.**
As defined in clause 1.15.
- LR7. Premium**
None
- LR8. Prohibitions or restrictions on disposing of this lease.**
This lease contains a provision that prohibits or restricts dispositions.
- LR9. Rights of acquisition etc.**
LR9.1 Tenant's contractual rights to renew this lease, to acquire the reversion or another lease of the Property, or to acquire an interest in other land
None
LR9.2 Tenant's covenant to (or offer to) surrender this lease
None
LR9.3 Landlord's contractual rights to acquire this lease
None
- LR10. Restrictive covenants given in this lease by the Landlord in respect of land other than the Property**
None

- LR11. Easements**
- LR11.1 Easements granted by this lease for the benefit of the Property**
Schedule 3
- LR11.2 Easements granted or reserved by this lease over the Property for the benefit of other property**
Schedule 1
- LR12. Estate rentcharge burdening the Property**
None
- LR13. Application for standard form of restriction**
None
- LR14. Declaration of trust where there is more than one person comprising the Tenant**
Not applicable

THIS AGREEMENT is made the day of 20

BETWEEN:

- (1) **CARMARTHENSIRE COUNTY COUNCIL** of County Hall, Carmarthen SA31 1JP ('the Landlord'), and
- (2) **LLANELLI RURAL COUNCIL** of Vauxhall Buildings, Llanelli SA15 3BD ('the Tenant')

NOW IT IS AGREED as follows:

1. DEFINITIONS AND INTERPRETATION

For all purposes of this Agreement the terms defined in this clause have the meanings specified

- 1.1 'Adjoining Conduits' means the pipes, sewers, drains, mains, ducts, conduits, gutters, watercourses, wires, cables, laser optical fibres, data or impulse transmission, communication or reception systems, channels, flues and all other conducting media – including any fixings, louvres, cowls, covers and other ancillary apparatus – that are in, on, over or under any adjoining property of the Landlord that serve the Premises.
- 1.2 'Adjoining property of the Landlord'
References to 'adjoining property of the Landlord' are references to each and every part of the land neighbouring or adjoining the Premises in which the Landlord, or a company that is a member of the same group as the Landlord within the meaning of the 1954 Act Section 42, has or during the Term acquires an interest or estate.
- 1.3 The 'Conduits' means the pipes, sewers, drains, mains, ducts, conduits, gutters, watercourses, wires, cables and any other ancillary apparatus that are in, on, over or under the Premises.
- 1.4 'Dangerous Substances' means any natural or artificial substances (whether in solid or liquid form or in the form of a gas or vapour and whether alone or in combination with any other substance) (i) capable of causing harm or which may be harmful to man or any other living organism supported by the environment or (ii) capable of damaging the environment or public health.
- 1.5 'Environmental Contamination' means any release leakage discharge deposit emission spillage or other escape of Dangerous Substances on or from the Premises into the atmosphere water or on to land.
- 1.6 'Environmental Law' Means all laws, regulations, codes of practice, circulars, guidance notices and the like whether statutory or at common law and whether civil or criminal and whether in the United Kingdom or elsewhere concerning the prevention of pollution of land, water or the atmosphere the protection of human health or the environment or the conditions of the work place or the generation, transportation, storage, disposal, release, discharge, spillage, entry, deposit, emission or escape of other Dangerous Substances or to noise odour or other nuisances and the production transportation storage treatment recycling or disposal of waste.
- 1.7 'Environmental Liabilities' Means any fines or penalties (whenever imposed) in respect of any breaches of any Environmental Law and all costs and expenses reasonably incurred in connection with such proceedings as well as any liability to third parties (whenever arising) resulting wholly or partly from the state or condition of the Premises or activities or operations at the Premises.
- 1.8 The 'Interest Rate' means the rate of 4% per year above the base lending rate of Barclays Bank PLC.
- 1.9 'Legislation' means all legislation in force in the United Kingdom at any time during the Term.
- 1.10 The 'Permitted Use' means for the purpose of sporting and recreational, leisure and playground activities.
- 1.11 The 'Planning Acts' mean the Town and Country Planning Act 1990, the Planning (Listed Building and Conservation Areas) Act 1990, the Planning (Consequential Provisions) Act 1990, the Planning (Hazardous Substances) Act 1990, the planning and Compensation Act 1991, the Planning and Compulsory Purchase Act 2004 and all statutes, regulations and orders included by virtue of clause 1.23.

- 1.12 'Play Equipment' means any temporary structure or play equipment but excluding Multi Use Games Areas and Splash Pads either now or hereafter situate on the Premises.
- 1.13 'The Premises' means all that land known as Trallwm Playing Fields and Playground, Dafen, Llanelli shown edged red on the plan annexed including:
- 1.13.1 all Play Equipment, erections, structures, fittings and appurtenances on the Premises from time to time;
- 1.13.2 all additions, alterations and improvements carried out during the Term; and
- 1.13.3 the Conduits

but not any fixtures installed by the Tenant that can be removed from the Premises without defacing the Premises.

- 1.14 'The Rent' means a peppercorn (if demanded).
- 1.15 'The Term' means 99 years commencing on and including the day of
 up to and including the day of
- 1.16 'VAT' means value added tax or any other tax of a similar nature and unless otherwise expressly stated all references to rents or other sums payable by the Tenant are exclusive of VAT.
- 1.17 'The 1954 Act' means the Landlord and Tenant Act 1951 and all statutes, regulations and orders included by virtue of clause 1.23.
- 1.18 The expression 'the Landlord' includes the person or persons from time to time entitled to possession of the Premises when this Agreement comes to an end.
- 1.19 The expression 'the Tenant' includes any person who is for the time being bound by the Tenants obligations of this Agreement.
- 1.20 References to 'losses' are references to liabilities, damages or losses, awards of damages or compensation, penalties, costs, disbursements or expenses arising from any claim, demand, action or proceedings.
- 1.21 References to 'interest' are references to interest payable during the period from the date on which the payment is due to the date of payment, both before and after any judgement, at the Interest Rate then prevailing.
- 1.22 Any covenant by the Tenant not to do anything includes an obligation not to permit or suffer that thing to be done by another person
- 1.23 In this Agreement, unless otherwise specified:
- 1.23.1 a reference to legislation is a reference to all legislation having effect in the United Kingdom at any time during the term of the Agreement including Acts of Parliament, orders, regulations, consents, licences, notices and bye laws made or granted under any Act of Parliament, or made or granted by a local authority or by a court of competent jurisdiction and any approved codes of practice issued by a statutory body; and
- 1.23.2 a reference to particular legislation is a reference to that legislation as amended, consolidated or re-enacted from time to time and all subordinate legislation made under it from time to time.
- 1.24 Words importing one gender include all other genders, words importing the singular include the plural and vice versa; words importing persons include a corporate body and a partnership and vice versa.

1.25 'The 1995 Act' means the Landlord and Tenant (Covenants) Act 1995 and all statutes, regulations and orders included by virtue of clause 1.23.

1.26 Where any party to this Agreement for the time being comprises two or more persons, obligations expressed or implied to be made by or with that party are deemed to be made by or with the persons comprising that party jointly and severally.

2. LETTING

The Landlord lets with full title guarantee and the Tenant takes the Premises, together with the rights granted in Schedule 3 excepting and reserving to the Landlord the rights specified in Schedule 1, for the Term, subject to all rights, easements, privileges, restrictions, covenants and stipulations of whatever nature affecting the Premises including any matters contained or referred to in Schedule 2, yielding and paying to the Landlord the Rent.

3. THE TENANT'S AGREEMENTS

The Tenant agrees with the Landlord as follows:

3.1 Rent

The Tenant must pay the Rent on the days and in the manner set out in this Agreement.

3.2 Outgoings and VAT

The Tenant must pay and indemnify the Landlord against:

3.2.1 all rates, taxes, assessments, duties, charges, impositions and outgoings of an annual or other periodically recurring nature that are now or may at any time during the Term be charged, assessed or imposed on the Premises or the owner or occupier of them;

3.2.2 all VAT that may from time to time be charged on the Rents or other sums payable by the Tenant under this Agreement; and

3.2.3 all VAT incurred in relation to any costs that the Tenant is obliged to pay or in respect of which he is required to indemnify the Landlord under the terms of this Agreement, save where such VAT is recoverable for set-off by the Landlord as input tax.

3.3 Cost of services consumed

The Tenant must pay to the service suppliers, and indemnify the Landlord against, all charges for electricity, water, gas, telecommunications and other services consumed or used at or in relation to the Premises, including meter rents and standing charges, and must comply with the lawful requirements and regulations of their respective suppliers.

3.4 Repair, cleaning and decoration

3.4.1 Repair of Premises

The Tenant must repair the Premises and keep them in good condition and repair.

3.4.2 Replacement of Landlord's fixtures

The Tenant must replace any Landlord's fixtures and fittings in the Premises that are beyond repair at any time during or at the end of the Term.

3.4.3 Cleaning and Tidying

The Tenant must keep the Premises clean and tidy and clear of all rubbish.

3.4.4 The Open Land

3.4.4.1 The Tenant must keep any part of the Premises that is not built on ('the Open Land') adequately surface, in good condition and free from weeds and must keep all landscaped areas properly cultivated.

3.4.4.2 The Tenant must not store anything on the Open Land or bring anything onto it that is or might become untidy, unclean, unsightly or in any way detrimental to the Premises or the area generally.

3.4.4.3 The Tenant must not deposit any waste, rubbish or refuse on the Open Land, or place any receptacle for them, on it except a proper receptacle for the provision of waste.

3.4.4.4 The Tenant must not keep or store any vehicle, caravan or moveable dwelling on the Open Land save that the Tenant may store tractors and equipment for the purpose of grass cutting in a storage container.

3.4.4.5 The Tenant must keep all ditches and drains clear of obstruction, keep all fences and hedges properly trimmed and stockproof, and keep all gate in good repair and working order.

3.4.4.5 The Tenant must not cut down or injure any trees.

3.4.5 Care of abutting land

The Tenant must not cause any land, roads or pavements abutting the Premises to be untidy or dirty and in particular, but without prejudice to the generality of the foregoing, must not deposit refuse or other materials on them.

3.4.6 Shared facilities

Where the use of any of the Conduits or any boundary structures or other things is common to the Premises and other property, the Tenant must be responsible for, and indemnify the Landlord against, all sums due from, the owner, tenant or occupier of the Premises in relation to those Conduits, boundary structures or other things and must undertake all work in relation to them that is his responsibility.

3.5 Waste and alterations

3.5.1 The Tenant must not commit any waste, make any addition to the Premises, unite the Premises with any adjoining premises, or make any alteration to the Premises unless he first obtains the consent of the Landlord, whose consent may not be unreasonably withheld.

3.5.2 At the end of the Term, if so requested by the Landlord, the Tenant must remove any additional buildings, additions or improvements made to the Premises and must make good any part of the Premises that is damaged by their removal.

3.5.3 The Tenant must not make any connection with the Conduits except in accordance with plans and specifications approved by the Landlord, whose approval may not be unreasonably withheld, and subject to this consent to make the connection having previously obtained consent from the competent authority, undertaker or supplier.

3.6 Aerials, signs and advertisements

3.6.1 The Tenant must not erect any pole or mast or install any cable or wire on the Premises, whether in connection with telecommunications or otherwise without the prior written consent of the Landlord.

3.6.2 The Tenant must not, without the consent of the Landlord (whose consent shall not be unreasonably withheld or delayed) fix to or exhibit on the outside of the Premises, or fix to or exhibit through any window of the Premises, or display anywhere on the Premises, any placard sign, notice, fascia board or advertisement.

3.7 Statutory obligations

The Tenant must comply in all respects with the requirements of any statutes and any other obligations so applicable imposed by law or by any byelaws applicable to the Premises or the trade or business for the time being carried on there.

3.8 Entry to inspect and notice to repair

3.8.1 Entry and notice

The Tenant must permit the Landlord on reasonable notice and during normal business hours (except in an emergency when no such notice is required):

3.8.1.1 to enter the premises to ascertain whether or not the terms and conditions as set out in this Agreement have been observed and performed;

3.8.1.2 to view the state of repair and condition of the Premises; and

3.8.1.3 to give the Tenant, or (notwithstanding clause 7.5) leave on the Premises, a notice specifying the works required to remedy any breach of the Tenant's obligations in this Agreement ('Notice to Repair').

3.8.2 Works to be carried out

The Tenant must carry out the works specified in a Notice to Repair within the timescale specified in the Notice to Repair.

3.9 Alienation

3.9.1 Alienation prohibited

The Tenant must not hold the Premises on trust for another. The Tenant must not part with possession of the Premises or any part of them or permit another to occupy them or any part of them.

3.9.2 Assignment, subletting and charging prohibited

The Tenant must not assign, sublet or charge the whole or any part of the Premises.

3.10 Nuisance and residential restrictions

3.10.1 Nuisance

The Tenant must not do anything on the Premises, or allow anything to remain on them that may be or become or cause a nuisance, or annoyance, disturbance, inconvenience, injury or damage to the Landlord or his tenants or the owners or occupiers of adjacent or neighbouring premises.

3.10.2 Auctions, trades and immoral purposes

The Tenant must not use the Premises for any auction sale (which shall not include a sale or auction for fundraising purposes directly related to the Permitted Use), any dangerous, noxious, noisy or offensive trade, business, manufacture or occupation, or any illegal or immoral act or purpose.

3.10.3 Residential use, sleeping and animals

The Tenant must not use the Premises as sleeping accommodation or for residential purposes, or keep any animal on them.

3.11 Costs of applications, notices and recovery of arrears

The Tenant must pay to the Landlord on an indemnity basis all costs, fees, charges, disbursements and expenses properly and reasonably incurred by the Landlord including, without prejudice to the generality of the above, those payable to counsel, solicitors, surveyors and bailiffs in relation to or incidental to:

3.11.1 every application made by the Tenant for a consent or licence required by the provisions of this Agreement, whether it is granted, refused or offered subject to any lawful qualification or condition, or the application is withdrawn;

3.11.2 the contemplation, preparation and service of a notice under the Law of Property Act 1925 Section 146, or the contemplation or taking of proceedings under Sections 146 or 147 of that Act, even if forfeiture is avoided otherwise than by relief granted by the court;

3.11.3 the recovery or attempted recover of arrears of rent or other sums due under this Agreement; and

3.11.4 any other steps taken in contemplation of or in connection with the enforcement of the obligation on the part of the Tenant under this Agreement whether during or after the end of the Term, including the preparation, service and negotiation of schedules of dilapidations.

3.12 Planning

3.12.1 Compliance with the Planning Acts

The Tenant must observe and comply with the provisions and requirements of the Planning Acts affecting the Premises and their use, and must indemnify the Landlord, and keep him indemnified, both during the Term and following the end of it, against all losses in respect of any contraventions of those Acts.

3.12.2 Consent for applications

The Tenant must not make any application for planning permission without the consent of the Landlord.

3.12.3 Permissions and notices

The Tenant must obtain any planning permissions and serve any notices that may be required to carry out the Permitted Use on or at the Premises.

3.13 Indemnities

The Tenant must keep the Landlord fully indemnified against all losses arising directly or indirectly out of any act, omission or negligence of the Tenant, or any persons at the Premises expressly or impliedly with his authority, or any breach or non-observance by the Tenant of the obligations, conditions or other provisions of this Agreement or any of the matters to which this letting is subject, or damage to any property or the death or injury to any person arising out of the use of the Premises by the Tenant or such persons.

3.14 Liability insurance

The Tenant must effect and throughout the Term keep in force a policy of insurance with a reputable insurance company, incorporating the standard conditions and exemptions of the insurance company, to cover all claims arising from the exercise of the Permitted Use in the amount of £10,000,000 or such sum as requested by the Landlord (acting reasonably) in respect of any one claim for bodily injury or disease or damage to property, and must make available to the Landlord or his agent on reasonable demand a copy of the policy or a summary of its terms and a copy of the current premium receipt.

3.15 Re-letting boards and viewing

At any time during the last six months of the Term the Tenant must permit the Landlord to enter the Premises and fix and retain anywhere on them a board advertising them for re-letting. While any such board is on the Premises the Tenant must permit viewing of the Premises at reasonable times of the day.

3.16 Obstruction and encroachment

The Tenant must take all reasonable steps to prevent any encroachment on the Premises or the acquisition of any easement over the Premises and must notify the Landlord immediately if any encroachment is made or easement acquired, or if any attempt is made to encroach or acquire an easement and at the request of the Landlord adopt such means as shall reasonably be required to prevent the making of any encroachment or the acquisition of any easement.

3.17 Yielding up

At the end of the Term the Tenant must yield up the Premises with vacant possession, decorated and repaired in accordance with and in the condition required by the provisions of this Agreement, give up all keys of the Premises to the Landlord, remove tenant's fixtures and fittings if requested to do so by the Landlord, and remove all signs erected by the Tenant in, on or near the Premises, immediately making good any damage caused by their removal.

3.18 Statutory notices

The Tenant must give full particulars to the Landlord of any notice, direction, order or proposal relating to the Premises made, given or issued to the Tenant by any government department or local, public, regulatory or other authority or court within 7 days of receipt, and if so requested by the Landlord must produce it to the Landlord. The Tenant must without delay take all necessary steps to comply with the notice, direction or order so far as it relates to the use of the Premises or anything for which the Tenant is liable under this Agreement. At the request of the Landlord, but at his own cost, the Tenant must make or join with the Landlord in making any objection or representation the Landlord deems expedient against or in respect of any notice, direction, order or proposal.

3.19 Keyholders

The Tenant must ensure that at all times the Landlord has written notice of the name, home address and telephone number of at least two keyholders of the Premises.

3.20 Viewing on sale of reversion

The Tenant must, on reasonable notice, at any time during the Term, permit prospective purchasers of the Landlord's reversion or any other interest superior to the Term, or agents instructed in connection with

the sale of the reversion or such an interest, to view the Premises without interruption provided they have the prior written authority of the Landlord or his agents.

3.21 Defective premises

The Tenant must give notice to the Landlord of any defect in the Premises that might give rise to an obligation on the Landlord to do or refrain from doing anything in order to comply with the provisions of this Agreement or the duty of care imposed on the Landlord, whether pursuant to the Defective Premises Act 1972 or otherwise, and must at all times display and maintain any notices the Landlord from time to time reasonably requires him to display at the Premises.

3.22 Use and operational obligations

The Tenant must use the Premises for the Permitted Use only.

3.23 Play Equipment

The Tenant must ensure that:

3.23.1 all Play Equipment from time to time on the Premises is maintained so as to comply with the Legislation; and

3.23.2 all Play Equipment it acquires is manufactured, installed and maintained so as to comply with the Legislation.

3.24 Environmental

The Tenant covenants with the Landlord:

3.24.1 not to discharge into any pipes not into any stream, river or other watercourse any noxious or deleterious fluid or substance which may result in a breach of any Environmental Law or cause a nuisance or become a source of danger, injury or damage to (i) any such pipes or watercourse or (ii) any person or any living organism or (iii) the Premises or the Landlord's Adjoining Property;

3.24.2 to comply with all Environmental Law in respect of the Premises or its use;

3.24.3 not to permit or suffer any Environmental Contamination on or from the Premises;

3.24.4 not to keep or store on the Premises any Dangerous Substances; and

3.24.5 to pay all Environmental Liabilities in respect of the Premises or its use.

4. LANDLORD'S COVENANTS

4.1 The Landlord agrees with the Tenant to permit the Tenant peaceably and quietly to hold and enjoy the Premises without any interruption or disturbance from or by the Landlord or any person claiming under or in trust for him.

4.2 The Landlord will once in every year, at the cost of the Landlord, employ the services of an appropriately qualified independent contractor / surveyor who is a member of a professional body and accredited to undertake an independent inspection and risk assessment of the Play Equipment.

5. INSURANCE

5.1 The risks

In this clause 'the Insured Risks' means the risks of loss or damage by fire, storm, tempest, earthquake, lightning, explosion, riot, civil commotion, malicious damage, , impact by vehicles and by aircraft and articles dropped from aircraft, flood damage and bursting and overflowing of water pipes and tanks and any other risks the Landlord from time to time by notice to the Tenant reasonably requires the Tenant to insure against.

5.2 Insurance of the Premises

The Tenant must insure the Premises and the contents and keep them insured against damage or destruction by the Insured Risks, in the joint names of the Landlord, the Tenant and any other persons the Landlord from time to time by notice to the Tenant reasonably requires, in an amount equal to the full cost of rebuilding and reinstating the Premises as new and replacing the contents with new items in the event of their total destruction including VAT, architects', surveyors' and other professional fees, fees payable on application for any permissions, the cost of debris removal, demolition, site clearance and any works that may be required by statute, and incidental expenses.

5.3 Office, underwriters, agency

All insurance must be taken out in a substantial and reputable insurance office, or with the underwriters, and through the agency the Landlord from time to time directs.

5.4 Tenant's further insurance obligations

5.4.1 The Tenant must comply with all requirements and recommendations of the insurers.

5.4.2 The Tenant must not do or omit to do anything that could cause any insurance policy effected in accordance with this lease to become wholly or partly invalid or potentially invalid.

5.4.3 The Tenant must produce to the Landlord on demand every insurance policy taken out in accordance with this lease and the receipt for the then current year's premium, and if so required must supply the Landlord with a copy of every such policy.

5.5 Reinstatement

5.5.1 This clause 5.5 Reinstatement applies if and whenever during the Term the Premises is damaged or destroyed by one or more of the Insured Risks.

5.5.2 All money received under the property insurance the Tenant has taken out under this lease must be placed in an account in the joint names of the Landlord and the Tenant to be operated by both signatures only, at a bank approved by the Landlord acting reasonably. The money may be withdrawn as necessary to pay for rebuilding and reinstating the Premises as and when work is proved to have been done by architect's certificates or other evidence reasonably acceptable to the Landlord.

5.5.3 The Tenant must use his best endeavours to obtain the planning permissions and other permits and consents necessary to enable the Premises to be rebuilt and reinstated in accordance with the original plans, elevations and details, with any variations as the Landlord agrees to, having regard to the statutory provisions, byelaws and regulations affecting the Premises.

5.5.4 As soon as reasonably practicable after all the necessary permissions, permits and consents have been obtained, the Tenant must rebuild and reinstate the Premises in accordance with them, using new, good, sound and substantive materials that are to be subject to inspection and approval by the Landlord's surveyor, whose approval may not be unreasonably withheld or delayed, to the satisfaction in all respects of an independent surveyor.

5.5.5 The Tenant must make up out of his own money any difference between the cost of rebuilding and reinstatement and the money received from the insurance policy.

5.6 Warranty as to convictions

The Tenant warrants that before the signature of this document he has disclosed to the Landlord in writing any conviction, judgement or finding of any court or tribunal relating to the Tenant of such a nature as to be likely to affect the decision of any insurer or underwriter to grant or to continue insurance of any of the Insured Risks.

6. FORFEITURE

If and whenever during the Term:

- 6.1 the Tenant breaches any obligation or other term of this Agreement, or
- 6.2 the Tenant, being an individual, becomes subject to a bankruptcy order, or
- 6.3 the Tenant, being a company or limited liability partnership, enters into liquidation whether compulsory or voluntary, but not if the liquidation is for amalgamation or reconstruction of a solvent entity, or enters into administration or has a receiver appointed over all or any part of its assets, or
- 6.4 the Tenant enters into or makes any proposal to enter into any voluntary arrangements pursuant to the Insolvency Act 2006 or composition for the benefit of his creditors, or
- 6.5 the Tenant has any distress, sequestration or execution levied on his goods,

and, where the Tenant is more than one person, if and whenever any of the events referred to in this clause happens to any one or more of them, the Landlord may at any time re-enter the Premises or any part of them in the name of the whole (even if any previous right of re-entry has been waived) and thereupon the Term is to cease absolutely but without prejudice to any rights or remedies that may have accrued to the Landlord against the Tenant in respect of any breach of obligation or other term of this Agreement, including the breach in respect of which the re-entry is made.

7. MISCELLANEOUS

7.1 Exclusion of warranty as to use

Nothing in this Agreement or in any consent granted by the Landlord under this Agreement is to imply or warrant that the Premises may lawfully be used under the Planning Acts for the Permitted Use.

7.2 Exclusion of third party rights

Nothing in this Agreement is intended to confer any benefit on any person who is not a party to it.

7.3 Representations

The Tenant acknowledges that this Agreement has not been entered into in reliance wholly or partly on any statement or representation made by or on behalf of the Landlord, except any such statement or representation expressly set out in this Agreement.

7.4 Compensation on vacating excluded

Any statutory right of the Tenant to claim compensation from the Landlord on vacating the Premises is excluded to the extent that the law allows.

7.5 Notices

The provisions of the Law of Property Act 1925 Section 196 as amended by the Record Delivery Service Act 1962 shall apply to any notice given under this Agreement.

7.6 Agreement for Lease

There is no agreement to which this Lease gives effect.

7.7 Rights and easements

The operation of the Law of Property Act 1925 Section 162 is excluded from this Lease. The only rights granted to the Tenant are those expressly set out in this Lease and the Tenant is not to be entitled to any other rights affecting any adjoining property of the Landlord.

7.8 New Lease

This Lease is a new tenancy for the purposes of the 1995 Act.

7.9 Business tenancy

This Agreement shall take effect as a business tenancy to which the 1954 Act shall apply.

AS WITNESS whereof the parties hereto have set their hands and seals the year and date before written

The Common Seal of)
CARMARTHENSHIRE COUNTY COUNCIL)
was affixed in the presence of)

Steven P Murphy
Head of Law, Governance and Civil Service

Executed as a Deed on behalf of)
LLANELLI RURAL COUNCIL)
by its Chairman and its Clerk)

Chairman

Clerk

SCHEDULE 1

The Rights Reserved

1. Right of entry to inspect

The right to enter, or in emergency to break into and enter, the Premises at any time during the Term at reasonable times and upon reasonable notice, except in an emergency, to inspect them, to take schedules or inventories of fixtures and other items to be yielded up at the end of the Term, and to exercise any of the rights granted to the Landlord elsewhere in this Agreement.

2. Passage and running through the Conduits

The right to the free and uninterrupted passage and running of all appropriate services and supplies from and to any adjoining property of the Landlord in and through the appropriate Conduits and through any structures of a similar use or nature that may at any time be constructed in, on, over or under the Premises as permitted by paragraph 3 Right to construct conduits.

3. Right to construct conduits

The right to construct and to maintain at any time during the Term any pipes, sewers, drains, mains, ducts, conduits, gutters, watercourses, wires, cables, laser optical fibres, data or impulse transmission, communication or reception systems, channels, flues and other necessary conducting media for the provision of services or supplies – including any fixings, louvres, cowls and any other ancillary apparatus – for the benefit of any adjoining property of the Landlord, making good any damage caused by the exercise of the right.

4. Right to erect new buildings

The full right and liberty at any time to build, rebuild, alter or raise the height of any building on any adjoining property of the Landlord in such manner as the Landlord thinks fit, even if doing so obstructs, affects or interferes with the amenity of or the access to the Premises or the passage of light and air to the Premises if it materially affects the use and enjoyment of the premises.

SCHEDULE 2

The Subjections

All matters contained or referred to in title number WA883810.

SCHEDULE 3

The Rights Granted

These are the notes referred to on the following official copy

Title Number CYM254265

The electronic official copy of the document follows this message.

This copy may not be the same size as the original.

Please note that this is the only official copy we will issue. We will not issue a paper official copy.

Any parts of the form that are not typed should be completed in black ink and in block capitals.

If you need more room than is provided for in a panel, and your software allows, you can expand any panel in the form. Alternatively use continuation sheet CS and attach it to this form.

For information on how HM Land Registry processes your personal information, see our [Personal Information Charter](#).

Leave blank if not yet registered.

Insert address including postcode (if any) or other description of the property, for example 'land adjoining 2 Acacia Avenue'.

Remember to date this deed with the day of completion, but not before it has been signed and witnessed.

Give full name(s) of all the persons transferring the property.

Complete as appropriate where the transferor is a company.

Give full name(s) of all the persons to be shown as registered proprietors.

Complete as appropriate where the transferee is a company. Also, for an overseas company, unless an arrangement with HM Land Registry exists, lodge either a certificate in Form 7 in Schedule 3 to the Land Registration Rules 2003 or a certified copy of the constitution in English or Welsh, or other evidence permitted by rule 183 of the Land Registration Rules 2003.

Each transferee may give up to three addresses for service, one of which must be a postal address whether or not in the UK (including the postcode, if any). The others can be any combination of a postal address, a UK DX box number or an electronic address.

	1 Title number(s) of the property: CYM256039
	2 Property: The Gospell Hall, Amanwy, Llanelli, Carmarthenshire SA14 9AH
	3 Date: 28 th June 2019.
	4 Transferor: Carmarthenshire County Council <u>For UK incorporated companies/LLPs</u> Registered number of company or limited liability partnership including any prefix: <u>For overseas companies</u> (a) Territory of incorporation: (b) Registered number in the United Kingdom including any prefix:
	5 Transferee for entry in the register: Candy Davies <u>For UK incorporated companies/LLPs</u> Registered number of company or limited liability partnership including any prefix: <u>For overseas companies</u> (a) Territory of incorporation: (b) Registered number in the United Kingdom including any prefix:
	6 Transferee's intended address(es) for service for entry in the register: 29 Stryd Bennett, Llanelli, Carmarthenshire SA15 4DJ
	7 The transferor transfers the property to the transferee

Place 'X' in the appropriate box. State the currency unit if other than sterling. If none of the boxes apply, insert an appropriate memorandum in panel 11.

Place 'X' in any box that applies.

Add any modifications.

Where the transferee is more than one person, place 'X' in the appropriate box.

Complete as necessary.

The registrar will enter a Form A restriction in the register *unless*:

- an 'X' is placed:
 - in the first box, or
 - in the third box and the details of the trust or of the trust instrument show that the transferees are to hold the property on trust for themselves alone as joint tenants, or
- it is clear from completion of a form JO lodged with this application that the transferees are to hold the property on trust for themselves alone as joint tenants.

Please refer to Joint property ownership and practice guide 24: private trusts of land for further guidance. These are both available on the GOV.UK website.

Insert here any required or permitted statement, certificate or application and any agreed covenants, declarations and so on.

8 Consideration

The transferor has received from the transferee for the property the following sum (in words and figures):

£10,000.00 (Ten Thousand Pounds)

The transfer is not for money or anything that has a monetary value

Insert other receipt as appropriate:

9 The transferor transfers with

full title guarantee

limited title guarantee

10 Declaration of trust. The transferee is more than one person and

they are to hold the property on trust for themselves as joint tenants

they are to hold the property on trust for themselves as tenants in common in equal shares

they are to hold the property on trust:

11 Additional provisions

11.1 Definitions:

The Restriction: means the restriction; not to use the Property for residential development

The Retained Land: means the adjoining land and buildings retained by the Transferor being land comprised in title numbers CYM256020 and CYM254265

The Services means water, soil, effluent gas, lighting, oil, electricity, telephone, telephone signals, television, visual, audio, fax, electronic mail, data, information, communications and other services

Service Apparatus means sewers, drains, channels, pipes,

watercourses, gutters, wires, cables, lighting columns, ducts, flues, conduits, laser optic fibres, electronic data or impulse communication transmission or reception systems and other conducting media

11.2 Restrictive Covenants by the Transferee

The Transferee Covenants with the Transferor to observe and perform the Restriction and it is agreed and declared that:

11.2.1 the benefit of this covenant is to be attached for each and every part of the Retained Land

11.2.2 the burden of this covenant is intended to bind and binds each and every part of the Property into whose hands it may come but not so as to render the Transferee personally liable for any breach of this covenant arising after the Transferee has parted with all interest in the Property or the part of the Property on which the breach is committed

11.2.3 an obligation in the Restriction not to do any act or thing includes an obligation not to permit or suffer that an act or thing to be done by another person

11.3 Rights reserved for the benefit of other land

There are expected and reserved unto the Transferor and the Transferor's successors in title or otherwise the person or persons for the time being entitled to the Retained Land the following rights liberties and privileges:

11.3.1 All easements quasi easements and other rights in the nature of easements and privileges heretofore or usually enjoyed existing or in the course of acquisition over and affecting the Property or any part thereof belonging or in fact used with the Retained Land and in particular any right to lateral support to the Property comprised in this Transfer for the Retained Land

11.3.2 The full and unrestricted right at any time or times to erect rebuild or alter any buildings or erections now standing or to be erected on the Retained Land in any manner notwithstanding any interference caused thereby to the Property with the full power and authority to enter the Property for the purpose of repairing or altering any existing or future buildings on the Retained Land provided that the person or persons actually exercising such right of entry upon the Property shall make good as soon as possible any damage caused and shall make reasonable compensation to the Transferee for any damage caused by reason of such entry

11.3.3 The full right of passage and running of Services from and to the Retained Land and any buildings now or in the future to be erected thereon along and through the Service Apparatus or other installations upon or being in under through or over the Property and to make connections with such Service Apparatus and other installations or any of them for the purpose of exercising such right of passage of Services with all powers at all reasonable times to repair renew and maintain as well as cleanse the same provided that the person or persons exercising such rights shall make good as soon as possible any damage caused to the Property to the reasonable satisfaction

of the Transferee

11.3.4 The right with or without employees and workmen at all reasonable times and on reasonable notice to enter the Property for the purpose of:

11.3.4.1 repairing, cleaning, maintaining and constructing or renewing any part of the Retained Land where those works cannot otherwise be conveniently or effectively carried out

11.3.4.2 repairing and maintaining the Service Apparatus serving the Retained Land and connecting to any additional Service Apparatus installed on, in, over or under the Retained Land

The person or persons exercising these rights causing little inconvenience and damage as possible and making good any damage caused as soon as reasonably practicable

11.4 Merger

The parties hereto declare that the Leasehold Title to the Property (CYM46777) shall forthwith merge and be extinguished with the Freehold Title CYM256039

12 Execution

The Common seal of Carmarthenshire County Council was affixed in the presence of:

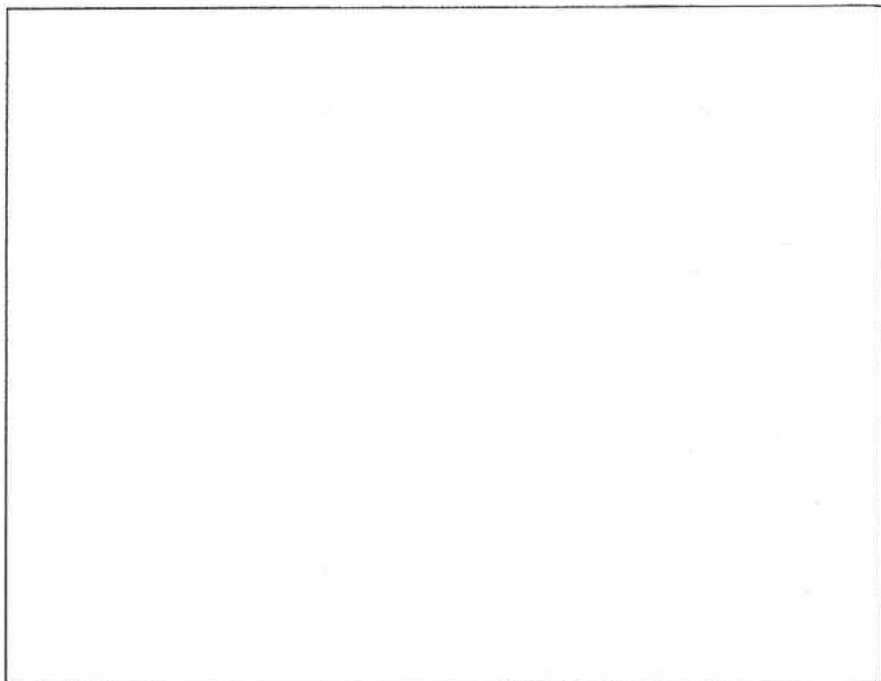
Linda Rees-Jones

Linda Rees Jones
Head of Administration and Law

Signed as a Deed by the said
CANDY DAVIES
in the presence of:

Witness signature:.....
Witness Name:.....
Address:.....
.....
Occupation:.....





WARNING

If you dishonestly enter information or make a statement that you know is, or might be, untrue or misleading, and intend by doing so to make a gain for yourself or another person, or to cause loss or the risk of loss to another person, you may commit the offence of fraud under section 1 of the Fraud Act 2006, the maximum penalty for which is 10 years' imprisonment or an unlimited fine, or both.

Failure to complete this form with proper care may result in a loss of protection under the Land Registration Act 2002 if, as a result, a mistake is made in the register.

Under section 66 of the Land Registration Act 2002 most documents (including this form) kept by the registrar relating to an application to the registrar or referred to in the register are open to public inspection and copying. If you believe a document contains prejudicial information, you may apply for that part of the document to be made exempt using Form EX1, under rule 136 of the Land Registration Rules 2003.

© Crown copyright (ref: LR/HO) 05/18

The electronic official copy of the register follows this message.

Please note that this is the only official copy we will issue. We will not issue a paper official copy.

Mae'r copi swyddogol electronig o'r gofrestr yn dilyn y neges hon.

Sylwch mai hwn yw'r unig gopi swyddogol a ddarparwn. Ni fyddwn yn darparu copi swyddogol papur.



Official copy
of register of
title
Copi
swyddogol o
gofrestr teitl

Title number / Rhif teitl
CYM254265

Edition date / Dyddiad yr
argraffiad 31.10.2019

- This official copy shows the entries on the register of title on 04 FEB 2025 at 11:03:23.
- This date must be quoted as the "search from date" in any official search application based on this copy.
- The date at the beginning of an entry is the date on which the entry was made in the register.
- Issued on 04 Feb 2025.
- Under s.67 of the Land Registration Act 2002, this copy is admissible in evidence to the same extent as the original.
- This title is dealt with by HM Land Registry, Wales Office.
- Mae'r copi swyddogol hwn yn dangos y cofnodion yn y gofrestr teitl ar 04 CHWEFROR 2025 am 11:03:23.
- Rhaid dyfynnu'r dyddiad hwn fel y "dyddiad y chwilir ohono" mewn unrhyw gais am chwiliad swyddogol sy'n seiliedig ar y copi hwn.
- Y dyddiad ar ddechrau cofnod yw'r dyddiad y gwnaethpwyd y cofnod yn y gofrestr.
- Cyhoeddwyd ar 04 Chwefror 2025.
- Dan adran 67 Deddf Cofrestru Tir 2002, mae'r copi hwn yn dderbyniol fel tystiolaeth i'r un graddau â'r gwreiddiol.
- Gweinyddir y teitl hwn gan Gofrestrfa Tir EF Swyddfa Cymru.

A: Property Register / Cofrestr Eiddo

This register describes the land and estate comprised in the title.

Mae'r gofrestr hon yn disgrifio'r tir a'r ystad a gynhwysir yn y teitl.

CARMARTHENSHIRE/SIR GAERFYRDDIN

- 1 (25.10.2005) The Freehold land shown edged with red on the plan of the above Title filed at the Registry and being Land at Dylan, Llanelli.
- 2 (25.10.2005) The mines and minerals are excepted from the land tinted blue on the title plan.
- 3 (25.10.2005) The mines and minerals together with ancillary powers of working are excepted from the land tinted pink on the title plan.
- 4 (16.10.2019) The land has the benefit of any legal easements reserved by a Transfer of The Gospel Hall dated 28 June 2019 made between (1) Carmarthenshire County Council and (2) Candy Davies.

NOTE: Copy filed under CYM46777.

Title number / Rhif teitl CYM254265

B: Proprietorship Register / Cofrestr Perchnogaeth

This register specifies the class of title and identifies the owner. It contains any entries that affect the right of disposal.

Mae'r gofrestr hon yn nodi'r math o deitl ac yn enwi'r perchennog. Mae'n cynnwys unrhyw gofnodion sy'n effeithio ar yr hawl i waredu.

Title absolute/Teitl llwyr

- 1 (25.10.2005) PROPRIETOR: CARMARTHENSHIRE COUNTY COUNCIL of County Hall, Carmarthen, Carmarthenshire SA31 1JP.

C: Charges Register / Cofrestr Arwystlon

This register contains any charges and other matters that affect the land.

Mae'r gofrestr hon yn cynnwys unrhyw arwystlon a materion eraill sy'n effeithio ar y tir.

- 1 (29.07.2019) An Agreement dated 10 July 2019 made between (1) Camarthenshire County Council and (2) Dwr Cymru Cyfyngedig pursuant to section 104 of the Water Industry Act 1991 relates to the construction and adoption of sewers, drains or disposal works.

NOTE: Copy filed.

End of register / Diwedd y gofrestr

The electronic official copy of the register follows this message.

Please note that this is the only official copy we will issue. We will not issue a paper official copy.

Mae'r copi swyddogol electronig o'r gofrestr yn dilyn y neges hon.

Sylwch mai hwn yw'r unig gopi swyddogol a ddarparwn. Ni fyddwn yn darparu copi swyddogol papur.



Official copy
of register of
title
Copi
swyddogol o
gofrestr teitl

Title number / Rhif teitl
WA883810

Edition date / Dyddiad yr
argraffiad 14.09.2006

- This official copy shows the entries on the register of title on 04 FEB 2025 at 11:04:56.
- This date must be quoted as the "search from date" in any official search application based on this copy.
- The date at the beginning of an entry is the date on which the entry was made in the register.
- Issued on 04 Feb 2025.
- Under s.67 of the Land Registration Act 2002, this copy is admissible in evidence to the same extent as the original.
- This title is dealt with by HM Land Registry, Wales Office.
- Mae'r copi swyddogol hwn yn dangos y cofnodion yn y gofrestr teitl ar 04 CHWEFROR 2025 am 11:04:56.
- Rhaid dyfynnu'r dyddiad hwn fel y "dyddiad y chwilir ohono" mewn unrhyw gais am chwiliad swyddogol sy'n seiliedig ar y copi hwn.
- Y dyddiad ar ddechrau cofnod yw'r dyddiad y gwnaethpwyd y cofnod yn y gofrestr.
- Cyhoeddwyd ar 04 Chwefror 2025.
- Dan adran 67 Deddf Cofrestru Tir 2002, mae'r copi hwn yn dderbyniol fel tystiolaeth i'r un graddau â'r gwreiddiol.
- Gweinyddir y teitl hwn gan Gofrestrfa Tir EF Swyddfa Cymru.

A: Property Register / Cofrestr Eiddo

This register describes the land and estate comprised in the title.

Mae'r gofrestr hon yn disgrifio'r tir a'r ystad a gynhwysir yn y teitl.

CARMARTHENSHIRE/SIR GAERFYRDDIN

- 1 (11.04.1989) The Freehold land shown edged with red on the plan of the above Title filed at the Registry and being The Recreation Ground, Llwynhendy, Llanelli.
- 2 (11.04.1989) The mines and minerals together with ancillary powers of working are excepted with provision for compensation in the event of damage caused thereby.

B: Proprietorship Register / Cofrestr Perchnogaeth

This register specifies the class of title and identifies the owner. It contains any entries that affect the right of disposal.

Mae'r gofrestr hon yn nodi'r math o deitl ac yn enwi'r perchennog. Mae'n cynnwys unrhyw gofnodion sy'n effeithio ar yr hawl i waredu.

Title absolute/Teitl llwyr

B: Proprietorship Register continued / Parhad o'r gofrestr perchnogaeth

1 (11.09.1998) PROPRIETOR: CARMARTHENSHIRE COUNTY COUNCIL of County Hall, Carmarthen, Carmarthenshire SA31 1JP.

C: Charges Register / Cofrestr Arwystlon

This register contains any charges and other matters that affect the land.

Mae'r gofrestr hon yn cynnwys unrhyw arwystlon a materion eraill sy'n effeithio ar y tir.

1 (11.09.1998) A Transfer of the land in this title dated 17 June 1998 made between (1) Waldondale Developments Limited (Transferor) (2) Derek Anthony Howell and Peter Ryan Cridland Densham (the Receivers) and (3) Carmarthenshire County Council (Transferee) contains the following covenants:-

"The Transferee so as to bind the whole and every part of the Property covenants with the Transferor for the benefit of the whole and every part of the Retained Land as set out in the Second Schedule

.....
..

THE SECOND SCHEDULE before referred to

The Transferees Covenants

Not to obstruct or in any way interfere with any of the rights in favour of the Transferor or any third party which are referred to in the First Schedule."

2 (11.09.1998) The land is subject to the following rights reserved by the Transfer dated 17 June 1998 referred to above:-

"There are reserved at the Property for the benefit of the whole of the Retained Land and every part thereof the rights set out in the First Schedule

THE FIRST SCHEDULE before referred to

Exceptions and Reservation

1. The full right and liberty at any time hereafter to erect and maintain on the whole of the Retained Land and any part thereof any buildings or other erections of such height or extent as the Transferor or its successors in title assigns may think fit notwithstanding that the access of light and air over the Retained Land to any window or other opening in any building now or at any time hereafter standing on the Property may be any such building or erection so erected be wholly or partially obstructed prejudiced reduced or interfered with (it being the intent and meaning of the parties hereto that such access of light and air however long and under whatever circumstances the same may have been or may have enjoyed shall be deemed to have been enjoyed by the temporary and revocable licence of the Transferor its successors in title or assigns and not by virtue of any grant or prescription)"

End of register / Diwedd y gofrestr

Alexandra Einon

From: Tracy Gilmartin <tgilmartin@onevoicewales.wales>
Sent: 05 March 2025 16:12
To: enquiries
Subject: Membership of One Voice Wales 2025-26 - 50% Discount // Aelodaeth Un Llais Cymru 2025-26 - Gostyngiad o 50% LLANELLI RURAL
Attachments: Llanelli Rural 2025 S.pdf

Neges ddwyieithog sgrolio lawr i'r Gymraeg

Dear Clerk/Council

Membership of One Voice Wales 2025-26 - 50% Discount

I am writing to invite your council to join One Voice Wales from 1 April 2025. Once again, the past year has seen many positive developments to our services and for the community and town council sector in general which we believe add significantly to the value for money offered by One Voice Wales membership.

One Voice Wales will be offering a 50% discounted membership rate for the first year to any councils who have not been in membership in the last three years. We want all Councils to get the many benefits on offer from our training programmes, consultancy, and communications, Area Committee networking events and our annual conferences and seminars

We continue to represent the sector in a wide variety of ways. We have maintained and further enhanced our working relationships with the Welsh Government, Welsh Local Government Association (WLGA) – signing a new Memorandum of Understanding in October 2024, NALC, SLCC and a range of other national bodies strengthening the voice of the sector within the public services family in Wales and improving working relations with the Third Sector.

One Voice Wales continues to make significant contributions to public policy developments through our representation on several Welsh Government advisory panels and One Voice Wales is playing an ever-increasing role in the development of resources for the sector.

As current members are aware, we provide the following services outlined below, and we are aware from feedback from our members that all aspects of the service are highly valued.

- **Provision of free legal advice** from a team of experienced Solicitors which can save members significant time and cost compared with using local solicitors for advice (These savings can in many cases exceed the membership that is payable)
- **Quality and timely advice and support service** on topics relevant to member councils.
- **Training** for members and staff, including policy seminars and new working opportunities.
- **General information via our website including a members' area.**
- **Monthly** editions of our new '**E-Bulletin**'
- **Representation** of the sector on the Local Government Partnership Council.

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	07 MAR 2025
FILE REF.	
PASSED TO	HG.CL

- Creating **new opportunities for collaboration** with national organisations across Wales.

The **training and development** agenda is another area where much progress has been made during 2024-25 with the continued successful delivery of webinar-based training and continued growth in the number of courses available.

Furthermore, our **Consultancy Services** have been growing at a pace with many councils taking advantage of this service. We are increasingly able to provide 'One Stop Shop' solutions for our members.

For your council to have a voice in the future of this vital sector of local government, and to benefit from the support provided by One Voice Wales, **please return the attached Membership Form by email or to our office in Ammanford – the address is at the top of this letter.**

Please note our membership runs each year from 1st April to 31st March. We will automatically keep you as members during a new financial year and continue to support you but ask that payment is made by 30 June 2025 at the latest. If you are experiencing any problems with bank accounts etc then please let us know.

If you no longer wish to remain in membership, please notify us immediately so that your council do not incur any charges.

If you have any further queries relating to membership, please contact the office on 01269 595400 / 07917 846510 or email: tjilmartin@onevoicewales.wales

I trust that your Council will give this invitation full consideration, and I hope to be able to welcome you into membership shortly. I look forward to working with your council in 2025-26.

Yours sincerely,



Mr Lyn Cadwallader
Chief Executive
Annwyl Glerc/Gyngor

Aelodaeth Un Llais Cymru 2025-26 – Gostyngiad o 50%

Ysgrifennaf atoch i wahodd eich cyngor i ymuno ag Un Llais Cymru o 1 Ebrill 2025. Unwaith eto, gwelwyd nifer o ddatblygiadau cadarnhaol yn ein gwasanaethau ac i'r sector cyngorau cymuned a thref yn gyffredinol dros y flwyddyn ddiwethaf, a chredwn eu bod yn ychwanegu'n arwyddocaol at y gwerth am arian y mae aelodaeth Un Llais Cymru yn ei gynnig.

Bydd Un Llais Cymru yn cynnig gostyngiad o 50% oddi ar y tâl aelodaeth ar gyfer y flwyddyn gyntaf i unrhyw gynghorau na fuont yn aelodau am y tair blynedd diwethaf. Rydym yn awyddus fod pob Cyngor yn cael y gwahanol fuddion sydd ar gael o'n rhaglenni hyfforddiant, gwasanaethau ymgynghoriaeth a chyfathrebu, digwyddiadau rhwydweithio Pwyllgorau Ardal a'n cynadleddau a seminarau blynyddol.

Rydym yn parhau i gynrychioli'r sector mewn nifer fawr o ffyrdd gwahanol. Rydym wedi cynnal a datblygu ymhellach ein perthynas waith gyda Llywodraeth Cymru, Cymdeithas Llywodraeth Leol

Cymru (WLGA) – Ilofnodwyd Memorandwm Cyd-ddealltwriaeth newydd ym mis Hydref 2024, NALC, yr SLCC a nifer o gyrff cyhoeddus eraill gan gryfhau llais y sector o fewn teulu'r gwasanaethau cyhoeddus yng Nghymru a gwella'r berthynas waith gyda'r Trydydd Sector.

Mae Un Llais Cymru yn parhau i wneud cyfraniadau o bwys i ddatblygiadau polisi cyhoeddus trwy ein cynrychiolaeth ar nifer o baneli ymgynghorol Llywodraeth Cymru ac mae Un Llais Cymru yn chwarae rôl gynyddol yn datblygu adnoddau ar gyfer y sector.

Fel y gwyr aelodau cyfredol, rydym yn darparu'r gwasanaethau canlynol a amlinellir isod, a gwyddom o adborth gan ein haelodau fod pob agwedd ar y gwasanaeth yn cael eu gwerthfawrogi'n fawr.

- **Darparu cyngor cyfreithiol rhad ac am ddim** gan dîm o gyfreithwyr profiadol, all arbed cryn dipyn o amser a chost i aelodau o gymharu â defnyddio cyfreithwyr lleol i gael cyngor. (Yn aml iawn mae'r arbedion hynny'n gallu bod yn fwy na chost tâl aelodaeth).
- **Cyngor a chefnogaeth brydlon ac o ansawdd** ar faterion sydd o bwys i aelod gyngorau.
- **Hyfforddiant** i aelodau a staff, gan gynnwys seminarau polisi a chyfleoedd gwaith newydd.
- **Gwybodaeth gyffredinol trwy ein gwefan, gan gynnwys llecyn aelodau**
- Rhifynnau *misol* o'n '*E-Fwletin*' newydd
- **Cynrychioli'r** sector ar Gyngor Partneriaeth Llywodraeth Leol.
- Creu **cyfleoedd newydd i gydweithio** gyda mudiadau cenedlaethol ledled Cymru.

Mae'r agenda **hyfforddiant a datblygu** yn faes arall lle y gwelwyd cryn ddatblygu yn ystod 2024/25, wrth inni barhau i gyflwyno rhaglen lwyddiannus o hyfforddiant trwy weminarau a chynyddu nifer y cyrsiau sydd ar gael.

Mae ein **Gwasanaethau Ymgynghoriaeth** wedi bod yn tyfu'n gyflym, ac mae llawer o gynghorau yn manteisio ar y gwasanaeth hwn. Rydym fwy a mwy yn gallu darparu atebion 'Canolfan Un Alwad' ar gyfer ein haelodau.

Er mwyn i'ch cyngor gael llais yn nyfodol y sector llywodraeth leol hollbwysig hwn, ac er mwyn elwa o'r gefnogaeth y mae Un Llais Cymru yn ei darparu, **gofynnir ichi lenwi a danfon y Ffurflen Aelodaeth atodedig trwy e-bost neu i'n swyddfa yn Rhydaman - mae'r cyfeiriad ar ddechrau'r llythyr hwn.**

Dylech gofio fod ein haelodaeth yn rhedeg bob blwyddyn o'r 1af Ebrill i'r 31ain Mawrth.

Byddwn yn eich cadw'n aelodau yn awtomatig yn ystod blwyddyn ariannol newydd ac yn parhau i'ch cefnogi ond gofynnwn ichi sicrhau y gwneir y taliad erbyn 30 Mehefin 2025 man pellaf. Os ydych yn cael unrhyw broblemau gyda chyfrifon banc ac ati cofiwch roi gwybod inni.

Os nad ydych yn dymuno parhau yn aelodau, gofynnwn ichi roi gwybod inni'n syth fel na fydd eich cyngor yn wynebu unrhyw gostau.

Os oes gennych unrhyw ymholiadau am aelodaeth, cofiwch fod croeso ichi gysylltu â'r swyddfa ar 01269 595400 / 07917 846510 neu e-bostio: tgilmartin@unllaiscymru.cymru

Hyderaf y bydd eich Cyngor yn rhoi ystyriaeth lawn i'r gwahoddiad hwn a gobeithiaf allu eich croesawu yn aelod cyn bo hir. Edrychaf ymlaen at weithio gyda'ch cyngor yn 2025-26.

Yn gywir,



Mr Lyn Cadwallader
Prif Weithredwr

Regards/Cofion
Tracy Gilmartin
Office Manager/Rheolwr Swyddfa
Un Llais Cymru / One Voice Wales
24c Stryd y Coleg / 24c College Street
Rhydaman / Ammanford
SA18 3AF
07917 846510 / 01269 595400
tgilmartin@onevoicewales.wales
onevoicewales.org.uk



Y prif gorff cynrychioli ar gyfer Cynghorau Cymuned a Thref yng Nghymru.

The principal representative body for Community and Town Councils in Wales.

Gwefan: www.unllaiscymru.org.uk / Website: www.onevoicewales.org.uk

Wrth adael Un Llais Cymru, cafodd yr e-bost hwn ei sganio ar gyfer pob firws sy'n hysbys. Rydym yn cymryd yr angen i warchod eich data o ddifrif. Er mwyn gweld ein Hysbysiad Preifatrwydd, cliciwch ar y ddolen: http://www.unllaiscymru.org.uk/OVWeb-CYM/polisi_preifatrwydd-16738.aspx

Bydd hwn yn esbonio sut rydym yn defnyddio eich gwybodaeth a sut rydym yn gwarchod eich preifatrwydd. Croesawn ohebiaeth yn Gymraeg. Bydd unrhyw ohebiaeth a dderbynnir yn Gymraeg yn cael ei hateb yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi wrth ymateb.

Mae'r e-bost hwn at ddefnydd y sawl y'i bwriedid ar ei gyfer yn unig ac mae'n cynnwys gwybodaeth all fod yn freintiedig a/neu'n gyfrinachol. Os na fwriedid ichi dderbyn yr e-bost, dylech roi gwybod i'r sawl a'i danfonodd trwy ddanfôn e-bost yn ôl a dileu'r e-bost hwn ac unrhyw atodiadau.

On leaving One Voice Wales, this email was scanned for all known viruses. We take the protection of your data seriously. For our Privacy Notice please click on the following link:

http://www.onevoicewales.org.uk/OVWeb/privacy_policy-7450.aspx This will explain how we use your information and the ways in which we protect your privacy. We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

This email is for the sole use of the intended recipient and contains information that may be privileged and/or confidential. If you are not an intended recipient, please notify the sender by return email and delete this email and any attachments.



One Voice Wales Invoice / Membership Form 2025-2026 50% Reduction

Membership runs from 1st April to 31st March

Name & Address of Council – These are the details that we hold on our database please email tgilmartin@onevoicewales.wales with any amendments

Mr Mark Galbraith, Clerk
Llanelli Rural Community Council
Vauxhall Buildings
Vauxhall
Llanelli
Carmarthen SA15 3BD

Tel numbers/s: 01554 774103 /
E-mail address: enquiries@llanelli-rural.gov.uk
Website: www.llanelli-rural.gov.uk

Please provide details of your Chairperson:

Name:
Email:
Telephone number/s:

Please select which language you would like to receive correspondence from us

Bilingual English Welsh

Membership Fee FULL PRICE: £4608

Total to pay based on 50% reduction for year: £2304

Based on 10718 chargeable dwellings @ **£0.43p** per dwelling
(This figure is based on the Valuation List, not the Electoral Register)

Bank details - Account number: 16689360 Sort code: 30-94-85

Cheque to One Voice Wales 24c College Street, Ammanford, Carmarthenshire, SA18 3AF
or e-mail: tgilmartin@onevoicewales.wales Tel: 01269 595400

I confirm that my Council has decided to join One Voice Wales for 2025/2026

Clerk to the Council/RFO

Signed:

Please print name:
Mr / Mrs / Ms / Miss (Delete as applicable)



Un Llais Cymru Anfoneb / Ffurflen Aelodaeth 2025-2026 - Gostyngiad o 50%

Mae Aelodaeth yn mynd o 1af Ebrill i 31ain Mawrth

Enw & Chyfeiriad y Cyngor – Dyma'r manylion a gadwn ar ein cronfa ddata, a gofynnir ichi eu e-bostiwch tgilmartin@onevoicewales.wales gydag unrhyw welliannau

Mr Mark Galbraith, Clerk
Llanelli Rural Community Council
Vauxhall Buildings
Vauxhall
Llanelli
Carmarthen SA15 3BD

Rhif/au ffôn: 01554 774103 /
Cyfeiriad e-bost: enquiries@llanelli-rural.gov.uk
Gwefan: www.llanelli-rural.gov.uk

Rhowch fanylion eich Cadeirydd os gwelwch yn dda:

Enw:
E-bost:
Rhif/au ffôn:

Dewiswch pa iaith yr hoffech dderbyn gohebiaeth gennym ni.

Dwyieithog Saesneg Cymraeg

Tâl Aelodaeth PRIS LLAWN: £4608

Mae'r cyfanswm a dalwch yn seiliedig ar ostyngiad o 50%: £2304

Yn seiliedig ar 10718 anheddau taladwy @ **£0.43c** fesul annedd
(Mae'r ffigwr hwn yn seiliedig ar y Rhestr Brisio, nid ar y Gofrestr Etholiadol)

Manylion Banc – Rhif Cyfrif: 16689360 Cod Didoli: 30-94-85

Siec i Un Llais Cymru 24c Stryd y Coleg, Rhydaman, Sir Gaerfyrddin, SA18 3AF
neu e-bost: tgilmartin@unllaiscymru.cymru Ffôn: 01269 595400

Rwyf yn cadarnhau fod fy nghyngor wedi penderfynu ymuno ag Un Llais Cymru ar gyfer 2025/2026

Clerc y Cyngor/Swyddog Ariannol Cyfrifol

Llofnodwyd:

Printiwch eich enw os gwelwch yn dda:
Mr / Mrs / Ms / Miss (Dileer os nad yn berthnasol)

Schedule of reported matters by Members

Item No.	Date	Raised by	Description	Action	Matters Resolved/Outcome
1.	03.03.2025	Cllr. S. R. Bowen	Road signs either side of Swiss Valley Garden Centre, Llannon Road are damaged and/or mis-aligned.	CCC	
2.	03.03.2025	Cllr. S. R. Bowen	Llethri Road, Felinfoel, backfill along the length of roadway where a kerb has been moved near Brynyfelin layby is sinking.	CCC	
3.	10.03.2025	Cllr. A. J. Rogers	A light outside a property at Clos Cilisaig is not working.	CCC	
4.	17.03.2025	Cllr. R. E. Evans	Dead wood has fallen from overhead and needs clearing from the footpath from Bryngwyn Road to Dafen Park. It's causing difficulty for prams/pushchairs.	DLO	Cleared on 17.03.2025 by DLO.
5.	31.03.2025	Cllr. S. R. Bowen	Street light near to old grocery shop not working.	CCC	
6.	31.03.2025	Cllr. S. R. Bowen	Fresh paint spill on road, junction of Heol Nant leading towards community centre. Had been covered with green absorbent.	CCC	



Dafen Welfare Bowls Club

ITEM 10



President; Mr. R. P. Oram Esq.
Hon Secretary/Treasurer; Gwylon Jones
17 New Road, Dafen. SA14 8LS
07768 74 32 29
gwylonjones@gmail.com

Chairman; Mr. Jonathan Clarke Esq.
Captain; Mr. Brian Evans
18 Havard Road, Llanelli.
07933 11 10 06

24th March 2025

Llanelli Rural Council

Vauxhall Buildings

Llanelli

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	25 MAR 2025
FILE REF.	
PASSED TO	Ack CL

To the Clerk of the Council,

I write to you on behalf of Dafen Welfare Bowls Club to thank the Dafen Ward Councillors namely Cllrs R.E, Evans, S.N Lewis, A.J.Rogers for their recent kind donation to our bowls Club.

Committee and members alike are most grateful for their continued support along with the Rural Council in general for their assistance in running the Bowls Club and facilities.

Many thanks

Hon. Secretary



Llanelli Centre for the Deaf,

54 New Road,

Llanelli,

SA15 3DR.

Charity number 228370

Llanelli Rural Council

Vauxhall Buildings, Vauxhall
Llanelli, SA15 3BD

Dear Members of Llanelli Rural Council,

I am writing to express our sincere gratitude for your generous donation of £100 towards the running costs of Llanelli Deaf Centre. Your support is invaluable to us and plays a crucial role in ensuring we can continue providing vital services to the deaf community in Llanelli and beyond.

This contribution will go towards helping us cover operational costs, allowing us to focus on enhancing the services we offer, including support, education, and outreach programs. Your kindness ensures that we can keep making a difference in the lives of many individuals.

We are deeply appreciative of your continued support and commitment to our cause. It is with the help of organizations like Llanelli Rural Council that we are able to sustain and grow our work.

Once again, thank you for your generous donation. We look forward to continuing our partnership and keeping you informed of the positive impact your contribution is having.

With sincere appreciation,
Angharad Rees
Acting Secretary

Llanelli Deaf Centre

Llanelli Centre for the Deaf
54 New Road, Llanelli,
Carmarthenshire, SA15-3DR

Charity no 228370
Txt or Whatsapp only
07942373649

email; llanellideafclub@gmail.com
llanellideafunding@gmail.com
youthllanellideafcentre@gmail.com

Carol Lloyd

From: Pro-Vision Llwynhendy <provisionllwynhendy@gmail.com>
Sent: 10 March 2025 17:34
To: enquiries
Subject: Ward allowance thank you.

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	11 MAR 2025
FILE REF.	
PASSED TO	CL

Good Afternoon,

I hope this email finds you well.

I am reaching out on behalf of Pro-Vision Llwynhendy to thank you for your payment to our bank account of £515.00, the payment has been gratefully recieved.

We would like to thank our local members and yourselves for the generous ward allowance.

Yours sincerely,

Delyth Burroughes

Pro-Vision Llwynhendy Secretary.



Pwll C.P. School

School Road, Pwll, Llanelli, Carmarthenshire SA15 4AL

Headteacher: Mr P. Trotman

Telephone: 01554 773962

E-mail: admin@pwll.ysgolccc.cymru

Web site: www.pwllprimary.com



Llanelli Rural Council
Vauxhall Buildings
Vauxhall
Llanelli
Carmarthenshire
SA15 3BD

05th March 2025

Dear Sirs

Re: Financial assistance – Local ward donations

Thank you for your letters dated 17th February confirming that the Local Members for the Hengoed Ward, Cllrs Martin V. Davies, J.Susan Phillips and W. Edward Skinner had requested that donations of £200.00 and £150.00 be made to Pwll C.P. School and Pwll Autistic Unit.

We are extremely grateful for these kind donations which will be used to purchase vital resources beneficial to the children's education.

Kind regards,

Mr P Trotman
Headteacher
Pwll C.P. School

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	12 MAR 2025
FILE REF.	
PASSED TO	