

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

PWYLLGOR LLES A HAMDDEN
I'w cynnal yn Siambr y Cyngor a thrwy bresenoldeb o bell ar
dydd Mawrth, 19 Tachwedd, 2024, am 4.45 y.p.



CLERC y CYNGOR

13 Tachwedd, 2024.

AGENDA

1. Derbyn ymddiheuriadau am absenoldeb.
2. Derbyn Datganiadau o Fudd Personol gan Aelodau o ran y materion sydd i'w trafod.
3. Cyfleusterau Cymunedol:
 - (1) Gwaith Cynnal A Chadw - nodi, er gwybodaeth, adroddiad cynnydd y Rheolwr Cyfleusterau ar y gwaith a wnaed.
 - (2) Ystyried adroddiad y Dirprwy Glerc ar reoli cyfleusterau cymunedol y cyngor a chytuno ar ymateb y cyngor.
4. Prosiectau Cyfalaf – ystyried adroddiad cynnydd y Dirprwy Glerc a chytuno ar ymateb y cyngor.
5. Parc Dafen:
 - (1) Astroturf – ystyried cais gan Dafen AFC ynghylch ehangu defnydd y clwb o'r cyfleuster.
 - (2) Cynnal a Chadw Tiroedd – ystyried gohebiaeth gan Glwb Criced Lles Dafen ar gynnal a chadw tiroedd parc Dafen a chytuno ar ymateb y cyngor.
6. Darparu Biniâu Graean ym mharciau'r Cyngor – cais i'w gynnwys ar yr agenda gan y Cyng. A. Evans.
7. Neuadd Gymunedol Ffwrnais –
 - (1) Ymhellach i Gofnod Rhif 448, (16 Ebrill, 2024) i ystyried cais pellach a dderbyniwyd gan aelodau'r pwyllgor, Clwb Turnio Coed Llanelli am ganiatâd i ymestyn a defnyddio'r ardal storio yn Neuadd Gymunedol Ffwrnais a chytuno ar ymateb y cyngor.
 - (2) Nodi gohebiaeth e-bost a dderbyniwyd oddi wrth y Cadeirydd, Clwb Turnio Coed Llanelli yn gwahodd aelodau ward lleol i ymweld â'r clwb.

Aelodau'r Pwyllgor:

Cyng. D. M. Cundy (Cadeirydd y Pwyllgor), A. J. Rogers (Is-Gadeirydd y Pwyllgor),
M. V. Davies (Cadeirydd y Cyngor) T. M. Donoghue, E. M. Evans, J. P. Hart, S. N. Lewis,
A. G. Morgan, J. S. Phillips, W. E. Skinner, A. G. Stephens a O. Williams.

LLANELLI RURAL COUNCIL
Vauxhall Buildings, Vauxhall, Llanelli. SA15 3BD
Tel: 01554 774103

RECREATION AND WELFARE COMMITTEE
To be hosted at the Council Chamber and via remote attendance on
Tuesday, 19 November, 2024, at 4.45 p.m.



CLERK to the COUNCIL

13 November, 2024.

AGENDA

1. To receive apologies for absence.
2. To receive Members' Declarations of Interest in respect of the business to be transacted.
3. Community Facilities:
 - (1) Maintenance Works – to note for information, the Facilities Manager's progress report on work undertaken.
 - (2) To consider the Deputy Clerk's report on managing the council's community facilities and to agree the council's response.
4. Capital Projects – to consider the Deputy Clerk's progress report and to agree the council's response.
5. Dafen Park:
 - (1) Astroturf – to consider a request from Dafen AFC about extending the club's use of the facility.
 - (2) Ground Maintenance – to consider correspondence from Dafen Welfare Cricket Club on the ground maintenance at Dafen park and to agree the council's response.
6. Provision of Grit Bins in council parks – matter requested for inclusion on the agenda by Cllr. A. Evans.
7. Furnace Community Hall – Storage Area
 - (1) Further to Minute No. 448, (16 April, 2024, refers) to consider a further request received from committee members, Llanelli Woodturning Club for permission to extend and use the storage area at Furnace Community Hall and to agree the council's response.
 - (2) To note email correspondence received from the Chairman, Llanelli Woodturning Club inviting local ward members to visit the club.

Members of the Committee:

Cllrs. D. M. Cundy (Chairman of Committee), A. J. Rogers (Vice-Chairman of Committee),
M. V. Davies (Chairman of Council) T. M. Donoghue, E. M. Evans, J. P. Hart, S. N. Lewis,
A. G. Morgan, J. S. Phillips, W. E. Skinner, A. G. Stephens and O. Williams.

Date of meeting: 19th November, 2024.

Dear Councillor,

COMMUNITY FACILITIES – MAINTENANCE WORKS

1. PURPOSE OF REPORT

- 1.1 To provide Members with an information report on work undertaken by the Council's DLO workforce during October 2024.

2. WORK ACTIVITIES

- (1) Vauxhall Buildings
Litter pick external areas
Change door batteries
Remembrance Day silhouettes
Moved furniture
- (2) Dafen Community Hall
Unblocked drains
Fixed toilet seat
Adjusted MUGA light timers
- (3) Dafen Changing rooms
Purge water system
Investigated boiler fault
- (4) Dafen Park
Litter picked
Empty bins
- (5) Felinfoel Community Resource Centre
Litter pick
Empty litter bins
Purge water system
Investigate boiler issue
Changed light tubes
- (6) Felinfoel Recreation Ground
Litter pick
Empty bins
Graffiti removal
- (7) Five Roads Recreation Ground and Community Hall
Litter pick
Empty bins
- (8) Furnace Community Hall
Litter pick

- (9) Llanelli District Cemetery
Preparation, backfilling, levelling of graves and cremation plots
Inspect and make safe memorials
Litter picking, empty litterbins and clear spent wreaths
Tend and maintain remembrance gardens
Clean roads and paths
Transport wheelie bins
- (10) MUGA Llwynhendy
Litter pick
Monitor/cleared broken glass
Adjusted MUGA timer lights
- (11) Ponthenri Recreation Ground/Community Hall/ Changing Rooms
Litter pick
Purge water system
Created access point through carpark
- (12) Pwll Pavilion and Recreation Ground
Empty litter bins and litter pick
Paint play equipment
Service/repair play equipment
Changed door closer
- (13) Sandy and Stradey Community Hall
Litter pick
Replaced toilet doors
- (14) Saron Community Hall and Square
Litter pick
- (15) Swiss Valley Community Hall and Shops
Litter pick
Cleared additional waste
Replace/repair door locks
Investigate cistern issue
- (16) Swiss Valley Reservoir
Empty bins, litter pick
Cleared litter around site, footpaths, shore areas and pontoon
Continued patrols to check fishing licenses
Prune vegetation
Clean toilets
Swept footpaths
Cleaned gutters
Constructed new access walkway from top carpark
- (17) Tir Einon play area and recreation ground
Litter pick
Empty bins
Moss kill hard surfaces

- (18) Trallwm Community Hall and park
Empty bins, litter pick
Purge water system
Unblocked drain
Attended fire alarm callout
Toolbox talk to committee on emergency light testing
- (19) Berwick play area
Litter pick
Empty bins
- (20) Dan y Banc play area
Litter pick
Empty bins
- (21) Pontyates Park
Litter pick
Empty bins
- (22) Cynheidre Park
Litter pick
- (23) Footpaths

Glyn Ward

Number	Description
36/035	Heol Hen

Hengoed Ward

Number	Description
36/060	Penyfai to Cwmbach

Dafen Ward

Number	Description
36/090	Penprys
36/091	Cilsaig to industrial estate
36/094	Penprys
36/095	Penprys
36/097	Dyfed steel to roundabout
36/103	Cycle path/Halfway

Bynea Ward

Number	Description
36/109	Opp White Lion
36/125	Station Road
36/126	Incline

- (24) Porterage Services
 Fill fuel storage
 Consumables, materials
 Vehicles to garages for repairs/tyres etc.
 Litter waste and fly tipping removal to waste disposal sites
- (25) Machinery and vehicles
 Daily maintenance, pre use checks, adjustments and minor repairs to vehicles, tools and equipment.
 Clean vehicles, wash and disinfect vehicles, trailers and equipment following litter picking and bin emptying.
 Arrange servicing and maintenance
- (26) General maintenance works to play areas and recreation grounds
 Regular litter picking and emptying litter bins.
 Sports pitch work included cutting aerating and marking.
 Fine turf autumn work including fertiliser treatments and grass cutting
- (27) Maintenance works on behalf of Llanelli Town Council
 Regular grounds maintenance services including grass cutting, hedge-cutting and sports surface management to:
 Nightingale Court / Clos yr Ysgol / Penyfan / Penygaer / Seaside / Parc y Dre / Morfa / Havelock. Also, additional sports pitch cutting, aeration and marking to Penygaer / Seaside / Parc y Dre and fine turf works at Parc y Dre and Havelock.
 Additional work includes porterage services and playground repairs

3. LONG TERM IMPLICATIONS

- 3.1 The work programme is organised on a cyclical basis covering the summer and winter periods. In the summer period the majority of the time focusses on ground maintenance activities, whereas in the winter period the focus switches more to buildings' maintenance activities. Cemetery and Porterage activities are performed throughout the year.
 The Council has put in place a preventative maintenance budget based on an annual list of priorities and to cater for day to day contingencies. By adopting a preventative approach this supports sustainable development principles. The cyclical annual maintenance programme ensures community assets are kept in good order, extending the life cycle of the assets over many years.

4. SUSTAINABILITY AND WELL-BEING CONSIDERATIONS

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

Strategic Aim	Core Value	National Well-Being Goal						
		1	2	3	4	5	6	7
Community Development	CD7, CD8			✓	✓	✓		✓
Serving the Public	STP1, STP3, STP4, STP5, STP6	✓	✓		✓	✓	✓	✓
Acting as a Local Voice	LV1, LV2				✓	✓	✓	✓
Quality of Life								
(1) Environment	QL1	✓	✓	✓		✓		✓
(2) Social Inclusion								
(3) Safe and Healthy Places	QL5			✓	✓	✓		

Sports, Leisure and Cultural Activities	SLC1			✓	✓		✓	
The Local Economy								
Local Democracy								
Partnership Working	PW2, PW6	✓			✓	✓		✓
Communication								
Health and Safety	HS1, HS4, HS5	✓		✓		✓		✓
Resources	R2, R3	✓	✓					✓
Management and Control	MC2, MC4, MC5, MC6	✓	✓		✓		✓	✓

5. PUBLIC INVOLVEMENT

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

6. COLLABORATION OPPORTUNITIES

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

7. PREVENTATIVE MEASURES/CONSIDERATIONS

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

8. RECOMMENDATION

- 8.1 That Members note this information report.

Yours sincerely

FACILITIES MANAGER

13 November, 2024

PRIVATE AND CONFIDENTIAL

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

Date of meeting - 19 November, 2024.

Dear Councillor,

COMMUNITY FACILITIES

1. PURPOSE OF REPORT

1.1 To provide an update on the management arrangements affecting the following facilities:

- Swiss Valley Community Centre – resignation of hall management committee officers.
- Phil Bennett Community Resource Centre – resignation of building management committee officers.
- Furnace Community Hall – establishment of a management committee.
- Trallwm Community Hall – car park licence.

2. BACKGROUND

2.1 In response to members dissatisfaction with the general management arrangements of some of the council's community buildings (Minute 349, dated 7 February 2024, refers), the Deputy Clerk has been tasked with undertaking a comprehensive evaluation of the current policy and the long-standing arrangements with volunteer committees. A twelve month time frame was agreed. The Deputy Clerk is expected to deliver his report to members in February 2025.

2.2 The report presented to the Policy and Resources Committee on 7 February, 2024 (Minute 349 refers), revisited the council's community facilities management model and sought member's views as to whether the current model remains fit for purpose.

2.3 It was recommended that the initial focus of attention should concentrate on council premises carrying medium to high risk. In this instance the council was invited to look at the management arrangements of the following buildings that met those categories:

- Saron Community Hall;
- Phil Bennett OBE Resource Centre;
- Furnace Hall; and
- Swiss Valley Community Hall.

2.4 The ongoing evaluation process will consider the following;

- Consultation with the existing hall management committees or hall guardians to help identify and garner important information about building usage and clientele and highlight any points of concern.

- Organising audits by conducting a thorough examination of hall records and assets, management accounts and bank records.
- Drawing up a sustainable staff management plan and delivery programme including producing an affordable funding strategy to support in-house control via a step change process.
- Investigating harmonising of service contracts for utilities and external maintenance services such as cleaning of the buildings to help drive down costs.
- Investigating the range of digital services available to automate bookings and permit remote access to buildings where appropriate.
- A review of hall booking fees and the production of a simple marketing plan to aid ongoing sustainability. This will include an analysis of the types of organisations running events from the buildings as private business ventures.

2.5 It was suggested that the existing policy is amended so that there is a mix of management arrangements. In regard to the buildings identified in paragraph 2.3, the council was invited to consider managing these facilities in-house. Whereas the remaining buildings identified as low risk, it was suggested that the facilities continue to be managed by local voluntary management committees for the time being, for the simple reason these properties are thriving and doing well under the existing policy. However, in time, some or all of these buildings might also be managed in-house by the council, should circumstances change.

2.6 It should be noted that the Discretionary Relief (charitable, non-profit, hardship) and Mandatory Relief (Small Business, Charitable status, empty premises) would not apply for any of the community buildings that are managed in-house by the council. The council presently reimburses the halls for the Non Domestic Rate charge, less the relief amounts.

2.7 The Welsh Government Rate Relief scheme (presently 40%) would still apply to the council should any of the buildings be managed in-house by the council. However it is not known at this stage if the Rate Relief scheme will be amended by the Welsh Government in the future.

2.8 The Phil Bennett Community Resource Centre and Ponthenri Community Hall are not liable for any rateable charge due to their charity status. If the Phil Bennett Community Resource Centre is managed in-house by the council, the Non Domestic Rate liability for 2025/26 will be £7,115. This is assuming the Welsh Government discount for Retail, Leisure & Hospitality premises remains at 40%.

2.9 If the Swiss Valley Community Centre and the car park facility is managed in-house by the council, the Non Domestic Rate liability for 2025/26 will be £3,613 assuming the Welsh Government discount for Retail, Leisure & Hospitality premises remains at 40%. The council presently reimburses £1,457 to Swiss Valley Community Centre as its contribution to the Non Domestic Rates liability.

2.10 The council's Non Domestic Rates liability for Furnace Community Hall will be £3,794, assuming the Welsh Government discount for Retail, Leisure & Hospitality premises remains unchanged. The council presently reimburses £758 to Furnace Community Hall as its contribution to the Non Domestic Rates liability.

2.11 Information for the Non Domestic Rate charges for all the council's assets for this financial year is provided at Appendix 1.

- 2.12 In-house management control of the buildings will not be a quick or straightforward process to accomplish. The council will need to allow sufficient preparation time in order to perform due diligence, including researching several subject areas where economies of scale can be used to deliver the most economic and financially affordable management solution. Adopting a considered and sustainable approach will be fundamental in support of a seamless transfer of control.
- 2.13 However, recent and emerging events at three of the facilities identified as at risk in paragraph 2.3 has superseded the review process as detailed in paragraph 2.4, requiring the council to take immediate action in advance of the completion of the evaluation process.
- 2.13.1 The council was made aware in 2023 that the remaining core members of the management committee at Swiss Valley Community Centre were looking to relinquish their involvement at the community centre. They have now formally relinquished their involvement at the centre and handed back all responsibility to the council. Minute 186, item 2 refers.
- 2.13.2 Similarly, the remaining members of the management committee at the Phil Bennett Community Resource Centre have contacted officers expressing their desire to step away from the financial and core management responsibilities as soon as possible.
- 2.13.3 For some time, Furnace Hall has been managed by a single active volunteer who undertakes all key officer duties, undertaking all the administrative management duties as well as managing hiring activities. The hall is operating at a significant deficit with no improvement in hiring activity on the horizon.
- 2.14 To mitigate financial and operational risks and ensure that community services can continue without disruption, council officers have swiftly developed interim procedures in response to the sudden absence of community volunteers at Swiss Valley Community Centre. Officers are also preparing to accept a similar situation at the Phil Bennett Community Resource Centre.

3. SWISS VALLEY COMMUNITY CENTRE

- 3.1 The Swiss Valley Community Centre has been managed by two remaining volunteer committee members for several years. However, the volunteers have decided to end this arrangement and hand over responsibility for the centre's finances and day-to-day operations to the council.
- 3.2 The handover of all relevant administrative information, including the hirer's diary, as well as the contents of the community centre current bank account took place during the week commencing 7 October, 2024.
- 3.3 A total of £24,038.66 was transferred to the council from the current account. Additionally, there is an investment account holding £20,000, which is set to mature in January 2025. The original investment, along with the interest accrued, will be transferred automatically back into the original current account when it matures. As the terms of the investment and transaction arrangements cannot be amended, the council's Finance Manager has been added to the current account mandate to ensure the council can access and transfer the funds when they become available.
- 3.4 The sudden resignation of the volunteers has left the centre with a significant governance gap. The council's Finance & Administrative Officer, Dawn Jones, has

been overseeing the day-to-day operations of the centre, including managing hirer enquiries and new bookings. This is not sustainable as the centre hiring activities requires regular attention seven days a week, both in the daytime and at evenings.

- 3.5 There is genuine interest within the community in establishing a new management committee and informal discussions have been held with a small group of local residents.

4. PROPOSALS – SWISS VALLEY HALL

- 4.1 Members are required to consider proposals for a preferred model for management and governance going forward. At this time the council doesn't have the resources to manage the day to day hiring and community activities. There is limited resource available to manage the financial requirements. The administrative management activities also needs consideration, i.e. managing utility provisions, insurance, cleaning, waste management etc.
- 4.2 Members may wish to consider re-establishing the existing model by returning all finances and financial responsibilities to a new committee and re-establishing the status quo; however, it is clear that the significant responsibilities placed on committees concerning the financial and administration management of the facilities creates challenges at multiple levels and can pose substantial risks to the sustainability of the community facility. The downside of re instating the existing model is volunteers are reluctant to take on the responsibility for finances and so it less likely that sufficient numbers of volunteers will come forward to join the committee.
- 4.3 Another potential model going forward could be for the council to assume all functions at the facility with no community volunteer involvement. This would require substantial additional staffing resource for the council. Effectively this is the situation now, however it is not sustainable without additional resource.
- 4.4 Alternatively members may wish to consider a mixed management or hybrid approach, where the council takes complete responsibility for all financial commitments, building management and administration and the facility committee, under the guidance of the council, manages the day-to-day hiring activities by attending to hiring enquiries, managing the diary and key holding. The committee would also be responsible for facilitating and organising community events at the centre. This is dependent on a new committee being formed and sustained.
- 4.5 The facility committee could serve in an advisory capacity, by assisting the council with the day to day monitoring of the building in regard to reporting on condition and functionality, as well as assisting with undertaking simple routine checks, such as testing fire alarms and emergency lighting systems.
- 4.6 The revenue generated from hiring activities would be invoiced and received by the council and along with the transferred funds would be ring-fenced for the maintenance and upkeep of the community facility. The council would continue to utilise its own budgets and the combination of existing hall funds as needed.
- 4.7 Members may also wish to consider whether the council should evaluate and set the hiring fees for the facility.
- 4.8 If the decision is to return to the status quo or adopt a hybrid approach, the next step is to seek to recruit new committee members. If members agree, officers will arrange a public meeting to inform the community of the current situation at the community

centre and to garner further interest in the formation of a volunteer committee. After this, an Annual General Meeting will be convened to appoint or elect officers and formally establish the committee.

5. PHIL BENNETT COMMUNITY RESOURCE CENTRE

5.1 The few remaining members of the management committee at the Phil Bennett Community Resource Centre have recently met with officers to advise they wish to relinquish the financial and administrative management roles at the centre.

5.2 Unfortunately, due to health reasons, the committee's treasurer is no longer able to continue in the role. It was evident from the financial records and other documents reviewed at the meeting that control over the committee's financial protocols had been lost some time ago.

5.3 The Felinfoel Executive Committee is somewhat unique within the council's arrangements for managing community facilities being a Charitable Trust and a Company Limited by Guarantee.

5.4 Additionally, the committee serves as the licensor to the Hywel Dda Health Board, which was granted a licence to occupy office space on the 1st floor of the Resource Centre in 2016. The Trust still occupy space at the Resource Centre, however there are ongoing issues with the licence agreement:

- The Health Board has moved into additional office space at the centre without any formal agreement or amendment to the licence.
- An agreed-upon uplift to the licence fee is long overdue.
- The responsibilities and rights of the parties have become blurred.
- Licence fee payments are consistently overdue, with the Health Board currently two months in arrears.
- The Executive Committee has procured a re-evaluation of the licence fee to align with local market values and engaged a solicitor to negotiate a new fee and resolve the aforementioned issues.
- The Health Board has yet to respond to the solicitor's communication.

5.5 The remaining committee members have expressed a desire to maintain some involvement at the centre but without responsibility for finances or the administrative management of the building. They have offered their services to continue handling the hiring enquiries, day to day casual hire issues and key holding.

5.6 The discussions also touched on the committee's charitable status and activities. The executive committee members present expressed a desire to retain the ability to issue grants. Further discussions and evaluations regarding the status of the Trust will be required before any decisions could be made in regard to this.

5.7 Detailed investigation is required regarding the activities and actions permitted under the committee's charity status, as well as the governance surrounding decisions to grant financial assistance.

5.8 At the time of writing, officers were awaiting the executive committee members to engage in the following agreed actions:

- 5.8.1 The Felinfoel Executive Committee will transfer all its current funds to the council.

- 5.8.2 Gather all financial information for a comprehensive handover, including all accounting records, liabilities, expected or overdue income and relevant Direct Debit and Standing Order agreements.
- 5.8.3 Obtain all utility account information and prepare for the transfer of the Felinfoel Executive Committee's funds to LRC.
- 5.8.4 Provide hirer details to integrate into LRC's financial system for invoicing purposes.

6. PROPOSALS – PHIL BENNETT COMMUNITY RESOURCE CENTRE

- 6.1 The challenges presented at the Phil Bennett Community Resource Centre requires significant attention, specifically; financial governance, the health board licence and the charity status and governance of the Felinfoel Executive Committee.
- 6.2 Officers recommend the council adopts a hybrid approach as detailed in paragraphs 4 above, where the council takes responsibility for all financial commitments and administrative control of the building whilst the volunteer committee, under the guidance of the council, manages the day-to-day hiring operations and facilitates community events and also serves in an advisory capacity, by assisting the council with the day to day monitoring of the building in regard to reporting on condition and functionality, as well as assisting with undertaking simple routine checks, such as testing fire alarms and emergency lighting systems.

7. FURNACE COMMUNITY HALL

- 7.1 For some time Furnace Hall has been operated by a single active volunteer who handles all key officer duties. This has resulted in minimal community activity and hall rentals, and financial sustainability is becoming an increasing concern.
- 7.2 On 2 October 2024, a public meeting was convened at Furnace Community Hall by Cllr. Edward Skinner to gauge interest from the community in forming a management committee.
- 7.3 Unfortunately, the limited interest from the small group of local residents who attended does not inspire confidence that a viable committee can be formed at this stage.
- 7.4 To form a committee the next step will be to call an Annual General Meeting (AGM).
- 7.5 Additionally, the council has been made aware that the statutory submissions to the Charities Commission are not up to date. As such, a detailed review is required to determine the current status of the charity, including any outstanding filings or compliance issues. This review will help ensure that the charity is operating within legal requirements and enable any necessary updates or corrections to its status.
- 7.6 If a new committee is formed, officers recommend that that the hybrid management model is adopted similar to what is outlined in paragraph 4.4.
- 7.7 Additionally, members should give consideration to how to proceed in the event that efforts to establish a sustainable committee fail.

- 7.8 It should be noted that the council's resources are limited in terms of its ability to manage all aspects of the management and activities at Furnace Hall, particularly if no assistance is forthcoming from the community. Without community involvement, the council will face challenges in providing the necessary support.

8. TRALLWM COMMUNITY HALL

- 8.1 At the meeting of the Recreation & Welfare Committee held on 16 April, 2024 (Minute 449 refers), members considered correspondence from Tiny Tots Town, requesting permission from the council for daily access to the council's car park situated at the rear of Trallwm Hall.
- 8.2 Tiny Tots Town is located in the building next door to the hall. The business's clients and hall patrons have been causing issues for local residents on the highway at Amanwy by parking.
- 8.3 Following discussions, it was resolved to hold the request in abeyance and that officers engage with the hall management committee to explore the extent to which the hall car park could be used by patrons of the hall. Furthermore the matter will be reconsidered by the council should there be general consensus in the future between the parties on sharing the car park with the patrons and staff of Tiny Tots Town.
- 8.4 Prompted by increasing traffic congestion at Amanwy, the hall management committee have approached the proprietors of Tiny Tots Town to reopen discussions regarding the shared use of the hall car park and formalise an agreement between all parties.
- 8.5 Item 3 of Minute 449 states that if the matter is reconsidered by the council with the view to regularising an arrangement, the agreement will be made directly with the council.
- 8.6 If members are in agreement to proceed, officers will engage directly with the owners of Tiny Tots Town to formulate the terms of a licence.
- 8.7 The terms of the licence will be set and enacted solely by the council. The proposal will also include the agreement that any fees received from the licence will be ring-fenced by the council for the benefit of Trallwm Community Hall.
- 8.8 The proposed licence fee is £120 per month, with the licensee (Tiny Tots Town) responsible for all costs associated with formalising the licence agreement.

9. LONG TERM IMPLICATIONS

- 9.1 The council's longstanding policy of using volunteers to manage its buildings has been successful for many years, but emerging issues are increasingly undermining the sustainability of this model. The shortage of willing and able volunteers, coupled with changing attitudes toward volunteering, is putting pressure on the council's financial management and governance, weakening the effectiveness of this approach.
- 9.2 A pragmatic approach of gradually reclaiming management control will help the council build the necessary capacity in staffing and financial resources. Without action, the council risks unacceptable financial loss or operational harm.
- 9.3 While using volunteers to assist with the operation of community facilities offers significant benefits; including financial savings, stronger social connections and

improved community resilience. These advantages can only be fully realised with a stable volunteer base.

- 9.4 By removing the financial and administrative burdens from hall committees, the council could improve volunteer uptake and enhance the long-term sustainability of these community facilities.
- 9.5 Although this shift may increase council costs in the short term, it will put the council in a stronger position to ensure the long-term sustainability of its assets, ultimately leading to reduced initial costs and better management outcomes.
- 9.6 Taking action that can improve public safety on the highway is crucial to the health, vibrancy and overall well-being of the community. A solution is required to address the highway congestion at Amanwy. The council's car park at Trallwm Hall can help alleviate the issue.

10. SUSTAINABILITY AND WELL-BEING CONSIDERATIONS

- 10.1 The contents of this report meets the following aims, core values and well-being goals:

Strategic Aim	Core Value	National Well-Being Goal						
		1	2	3	4	5	6	7
Community Development	CD1, CD4, CD5, CD7, CD8, CD10, CD11		✓	✓	✓	✓	✓	✓
Serving the Public	STP1, STP4, STP5, STP6, STP14	✓	✓	✓	✓	✓	✓	✓
Acting as a Local Voice	LV2				✓	✓	✓	✓
Quality of Life								
(1) Environment								
(2) Social Inclusion								
(3) Safe and Healthy Places								
Sports, Leisure and Cultural Activities	SLC2			✓	✓		✓	
The Local Economy								
Local Democracy	LD3, LD5			✓	✓	✓		✓
Partnership Working	PW1, PW2, PW7	✓		✓	✓	✓		✓
Communication	C3, C9	✓				✓	✓	✓
Health and Safety	HS1	✓		✓		✓		✓
Resources	R1, R2, R4	✓	✓					✓
Management and Control	MC4, MC5, MC7	✓	✓		✓			✓

11. PUBLIC INVOLVEMENT

- 11.1 Direct involvement with the public is secured via the volunteers serving on the council's community facilities management committees.
- 11.2 Adapting the existing management model will allow the public to continue contributing to the management of the council's community facilities, while also mitigating associated risks.

12. COLLABORATION OPPORTUNITIES

- 12.1 Taking back management control in a phased approach will still require ongoing community support. In cases where local volunteering arrangements present low risk,

the existing policy can continue to be applied. Promoting volunteering within the community enhances social capital and overall well-being.

13. PREVENTATIVE MEASURES/CONSIDERATIONS

- 13.1 Council officers and staff have worked diligently, including evenings and weekends, to ensure that community activities at Swiss Valley Community Centre are not disrupted. However, this level of commitment is not sustainable in the long term.
- 13.2 The council currently lacks the resources to manage the hiring activities at other community facilities.
- 13.3 Officers should consider whether changes or improvements are needed to ensure the Felinfoel Executive Committee operates efficiently and adheres to best practices in charity governance.
- 13.4 A thorough review of Furnace Community Hall's charity status is required, including an assessment of any outstanding filings, compliance issues, or discrepancies in the charity's records. This review will help the council address any necessary updates or corrective actions.
- 13.5 Professional advice is required regarding the charity status and governance reviews for the Felinfoel Executive Committee and Furnace Hall in order to obtain guidance and ensure compliance with regulatory requirements.
- 13.6 The council will need to consider the additional costs to its budget associated with bringing community facilities in-house, particularly the liabilities for non-domestic rates and any potential increase in staff costs. However, the council would also benefit from the hiring and license fees generated by the community facilities.
- 13.7 A solution is needed to address the highway congestion at Amanwy. The council's car park at Trallwm Community Hall offers available capacity to help alleviate the issue.

14. RECOMMENDATIONS

- 14.1 That members instruct officers to engage with the community with the aim of forming a new committee at Swiss Valley Community Centre.
- 14.2 Following the forming of a committee, that members adopt a hybrid model for the management of Swiss Valley Community Centre. The council retaining full responsibility for the financial and administrative management of the facility and the committee overseeing the hiring activities and serve in an advisory capacity, by assisting the council with the day-to-day monitoring of the building, including reporting on its condition and functionality.
- 14.3 That members give consideration to adopting a hybrid model for the management of The Phil Bennett Community Resource Centre. Under this model, the council will undertake full responsibility for the financial and administrative management of the facility. The existing Executive Committee members will continue to oversee the hiring activities and serve in an advisory capacity, assisting the council with the day-to-day monitoring of the building, including reporting on its condition and functionality.

- 14.4 Members are asked to authorise officers to conduct a comprehensive review of the charity status and governance structure of the Felinfoel Executive Committee. This review should assess the current legal standing and operational framework of the committee, including its compliance with relevant charity regulations, its effectiveness in fulfilling its charitable objectives and the robustness of its governance practices. Following the review, officers will report back to this committee with their findings and recommendations at a future meeting
- 14.5 Members are asked to authorise officers to conduct a comprehensive review of the charity status and governance structure at Furnace Community Hall. This review should assess the current legal standing and operational framework of the committee, including its compliance with relevant charity regulations, its effectiveness in fulfilling its charitable objectives, and the robustness of its governance practices. Following the review, officers will report back to this committee with their findings and recommendations at a future meeting.
- 14.6 The council seeks specialist charity law advice in regard to the blurring of roles with charitable trust objects and the governance arrangements at the Phil Bennett Community Resource Centre and at Furnace Community Hall, as well as general advice for other council facilities that may be managed under charitable trust arrangements.
- 14.7 That members authorise officers to engage with the community with the aim of forming a new committee at Furnace Community Hall.
- 14.8 That members give consideration to adopting a hybrid model for the management of Furnace Community Hall. Under this model, the council will assume full responsibility for the financial and administrative management of the facility. The Hall Committee will transfer all funds to the council. The committee will oversee the hiring activities and serve in an advisory capacity, assisting the council with the day-to-day monitoring of the building, including reporting on its condition and functionality.
- 14.9 Members are asked to give consideration to how to proceed if efforts to establish a hall committee are unsuccessful. This could involve exploring alternative management structures or models, such as council-led management for all activities.
- 14.10 That members authorise officers to engage directly with the owners of Tiny Tots Town to formulate the terms of a licence to access the car parking facilities at Trallwm Community Hall. The terms of the licence will be set and enacted solely by the council. The proposal will also include the agreement that any fees received from the licence will be ring-fenced by the council for the benefit of Trallwm Community Hall.
- 14.11 That members agree to propose a licence fee of £120 per month, with the licensee (Tiny Tots Town) responsible for all costs associated with formalising the licence agreement.

Yours sincerely,

DEPUTY CLERK

12 November, 2024.

Non Domestic Rates - 2024/25 - Under Current Arrangement - Voluntary Hall Management Committees

* subject to change annually

Non-Domestic Property	Rateable value (pre-2023 revaluation)	Rateable value 2023	*Provisional rate 2024/25	Account reference	2024-25 Estimated Charge (before any rate relief)	Revaluation change	Transitional Relief over 2 years (if liability increase by >£300, 67% relief in 23/24, 34% relief in 24/25)	Estimated Payable	Discretionary Relief (charitable non-profit, hardship)	Mandatory Relief (Small Business, Charitable status, empty premises)	Estimated Relief	Estimated Payable with Rate Relief	*Retail, Leisure & Hospitality Discount 2024/25 40%	Amount Payable
Vauhall Buildings	£35,750.00	£72,500.00	0.562	800045516	£19,205.00	-£3,250.00		£18,265.00						18,265.00
Brymaen Community Hall		£2,900.00	0.562	450004421	£1,629.80				check and challenge in process					
Dafen Community Hall	£6,000.00	£5,600.00	0.562	450006772	£3,147.20	-£400.00		£3,147.20	60%		£1,888.32	£1,258.88	£503.55	£755.33
Gld Fir Felinfoel Community - Phi Bennett OBE Resource Centre	£8,700.00	£11,500.00	0.562	800162036	£9,463.00	£2,800.00	£535.02	£5,927.98	20%	80%	£5,927.98	£0.00		£0.00
1ST Fir Felinfoel Community - Phi Bennett OBE Resource Centre	£8,100.00	£9,600.00	0.562	800164716	£5,395.20	£1,500.00	£286.62	£5,108.58	20%	80%	£5,108.58	£0.00		£0.00
Five Roads Community Hall	£6,200.00	£5,800.00	0.562	450030637	£3,259.60	-£400.00		£3,259.60	60%		£1,955.76	£1,303.84	£521.54	£782.30
Fumase Community Hall	£11,250.00	£11,250.00	0.562	80013216x	£6,322.50	£0.00		£6,322.50		80%	£5,058.00	£1,264.50	£505.80	£758.70
Pontherm Community Hall	£4,200.00	£8,000.00	0.562	450044716	£4,496.00	£3,800.00	£716.10	£3,769.90		80%	£3,015.92	£753.98	£301.59	£452.39
Sandy Community Hall	£4,200.00	£3,950.00	0.562	450051664	£2,219.90	-£250.00		£2,219.90	60%		£1,331.94	£887.96	£355.18	£532.78
Saron Community Hall	£4,750.00	£5,500.00	0.562	450048253	£3,091.00	£750.00	£143.31	£2,947.69	60%		£1,788.81	£1,179.08	£471.63	£707.45
Swiss Valley Community Hall	£9,600.00	£10,250.00	0.562	450051593	£5,700.50	£550.00	£124.20	£5,656.30	60%		£3,381.78	£2,254.52	£901.81	£1,352.71
Swiss Valley Community Hall - Car Park	£570.00	£465.00	0.562	45005160X	£201.33	-£105.00		£261.33	60%		£156.80	£104.53		£104.63
Swiss Valley - Reservoir View	£1,416.67	£1,700.00	0.562	800305083	£945.40	£0.00	£0.00	£955.40					£382.16	£573.24
Trailwm Community Hall	£10,000.00	£11,000.00	0.562	450007043	£6,182.00	£1,000.00	£191.08	£5,990.92	60%		£3,584.55	£2,396.37	£958.55	£1,437.82

Non Domestic Rates - 2024/25 - Council Managed Halls

* subject to change annually

Non-Domestic Property	Rateable value (pre 2023 revaluation)	Rateable value 2023	*Provisional rate 2024/25	Account reference	2024-25 Estimated Change (before any rate relief)	Revaluation change	Transitional Relief over 2 Years (if liability increase by >£300, 67% relief in 23/24, 34% relief in 24/25, 0% relief from 2025/26)	Estimated Payable	*Retail, Leisure & Hospitality Discount 2024/25 40%	Amount Payable by council	The costs of the Grant for Rates under Voluntary Hall Management Committee arrangements	The additional cost under direct expenditure in place of grant
Vauxhall Buildings	£35,750.00	£32,400.00	0.562	800045516	£16,295.00	-£3,250.00	N/A	£18,265.00		18,265.00	N/A	N/A
Brynmaan Community Hall		£2,900.00	0.562	450004421	£1,628.80		check and challenge in process				N/A	N/A
Dafen Community Hall	£6,000.00	£5,600.00	0.562	450008772	£3,147.20	-£400.00	N/A	£3,147.20	£1,258.88	£1,888.32	£755.33	£1,132.99
Gill Fir Fairford Community - Phil Beards OBE Resource Centre	£6,700.00	£11,500.00	0.562	800162036	£6,463.06	£2,900.00	£535.02	£5,927.98	£3,371.19	£3,556.79	£0.00	£3,556.79
131 Fir Fairford Community - Phil Beards OBE Resource Centre	£6,100.00	£9,600.00	0.562	800164716	£5,395.30	£1,500.00	£286.62	£5,108.58	£3,043.43	£3,065.15	£0.00	£3,065.15
Five Roads Community Hall	£6,200.00	£5,800.00	0.562	450030637	£3,259.60	-£400.00	N/A	£3,259.60	£1,303.84	£1,955.76	£782.30	£1,173.46
Franses Community Hall	£11,250.00	£11,250.00	0.562	80013216#	£6,322.30	£0.00	N/A	£6,322.50	£2,529.00	£3,793.50	no claim for grant/rates bill submitted	£3,793.50
Ponthenri Community Hall	£4,200.00	£8,000.00	0.562	450044716	£4,496.00	£3,800.00	£726.10	£3,769.90	£1,507.96	£2,261.94	no claim for grant/rates bill submitted	£2,261.94
Sandy Community Hall	£4,200.00	£3,950.00	0.562	450051684	£2,219.80	-£250.00	N/A	£2,219.90	£887.96	£1,331.94	£532.78	£799.16
Swain Community Hall	£4,750.00	£5,500.00	0.562	450048253	£3,091.00	£750.00	£143.31	£2,947.69	£1,179.08	£1,768.61	£707.45	£1,061.16
Swiss Valley Community Hall	£9,600.00	£10,250.00	0.562	450051593	£5,760.30	£650.00	£124.20	£5,636.30	£2,354.52	£3,381.78	£1,352.71	£2,029.07
Swiss Valley Community Hall - Our Park	£370.00	£465.00	0.562	45005190X	£261.33	-£105.00	N/A	£261.33		£261.33	£104.53	£156.80
Swiss Valley - Reservoir View		£1,700.00	0.562	800305083	£955.40	£0.00	N/A	£955.40	£382.16	£573.24	£573.24	£0.00
Trailvm Community Hall	£10,000.00	£11,000.00	0.562	450007043	£6,162.00	£1,000.00	£191.08	£5,990.92	£2,396.37	£3,594.55	£1,437.82	£2,156.73

Feinfoel, Furnace, Saron and Swiss Valley Halls - additional cost

£13,662.47

PRIVATE AND CONFIDENTIAL

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

Date of meeting - 19 November, 2024.

Dear Councillor,

CAPITAL PROJECTS UPDATE

1. PURPOSE OF REPORT

1.1 To provide members with an update of the progress made with the following capital projects:

- Llwynhendy, Gwili Fields - new children's play areas and environmental enhancements.
- Llwynhendy, Former Library – redevelopment of the former library building to a community hub.
- Bynea, Penygraig – New children's play area and ball court.
- Dafen, Close Cilsaig – New children's play area.
- Hengoed, Stradey - New children's play area.
- Ponthenri - New children's play area.
- Phil Bennett Community Resource Centre – New toilet facilities

2. GWILI FIELDS

2.1 Further to Minute 371, dated 20 February, 2024, and Minute 176, dated 10 October 2024, the contracts for the Gwili Fields play area scheme and Phases 1 of the environmental enhancement works, including the sustainable drainage systems, have been awarded. The appointed contractors have commenced work onsite.

- Principal contractor for the play area equipment: Kompan UK Ltd.
- Principal contractor for the external works, ground drainage, and environmental enhancements: Emroch Landscapes Ltd.

2.2 It is fortuitous for the council that Emroch Landscapes is the sub-contractor appointed by Kompan to install the play equipment. This will expedite the works more efficiently by eliminating the need to introduce a third contractor to the site.

2.3 The initial phase of works has begun to excavate and set the levels for the new play area locations and the new footpaths. The installation of the ground sub-base elements that also incorporate the ground drainage requirements will commence soon. The footpaths and ground drainage works will align with the play area completion schedule set out below.

2.4 The planned phasing for the installation of the play area equipment installation is as follows:

- Commencement of installation: 11/11
- Safety surfacing: 06/12

- Safety Inspection: 15/12
- Practical completion: 16/12

- 2.5 The council was awarded a grant from the UK Government Shared Prosperity Fund to provide environmental enhancements and a children's area. The practical completion for these works must be achieved by 31 December 2024. Referred to as Phase 1 works for the purposes of the contract.
- 2.6 Further to Minute 128: Officers continue to work closely with the appointed contractor, architects and engineers to identify and implement cost savings. The aim is to deliver all the necessary elements of the project within the available budget, supporting the installation of the play area and undertaking as much of the landscaping provisions as possible.
- 2.7 Following the initial pre-start contractor meetings and by mutual agreement between the contractors, two elements of the works originally quoted for by Emroch Landscapes under the ground drainage and environmental enhancements tender will transfer to the principal contractor for the Library Building redevelopment. These include:
- The installation of the external drainage works and attenuation tank system associated with the building's rainwater system.
 - The new external patio installation.
- 2.8 At the Special Recreation and Welfare Committee meeting held on 10 October 2024 (Minute 176 refers), it was resolved that the council gives consideration to further funding, as £135,539 (subject to any additional savings) is required to complete Phase 2 of the environmental enhancement works. This phase includes the ground drainage schemes, creation of a wetland area, soft and hard landscaping, planting and the creation of BMX trails.
- 2.9 The resolution identified that the additional funding could be secured by utilising general or earmarked reserves and by raising the precept for 2025-26 to replenish reserves should additional funding not be identified through further stakeholder pledges or additional grants.
- 2.10 Viring funds from cost centre across the council's current budget is also an option to help boost funds to put towards some of the Phase 2 drainage works. This would be beneficial as the contractor could extend his presence on site once Phase 1 work while still on site is completed.
- 2.11 The Carmarthenshire County Council planning requirements for Phase 2 of the environmental enhancements are still to be resolved.

3. LLWYNHENDY LIBRARY – COMMUNITY HUB

- 3.1 Further to Minute 203, dated 24 October, 2024, the contract for the building works for the Llwynhendy Community Hub project has been awarded to Martin Taffetsauffer Building & Civil Engineering Ltd.
- 3.2 Pre-start meetings have taken place with council officers, architects and the principal contractors who will be operating at the hub building and on the external spaces. Topics for discussions included; grant award funder requirements, programme duration, building regulations, contractor collaboration, statutory Health and Safety requirements, and cost-saving initiatives.

- 3.3 To satisfy the stipulations of the Welsh Government's Asset Collaboration Programme grant, all efforts will focus initially on completing the construction of the new front entrance foyer, storage, and toilet facilities by March 2025.
- 3.4 Work on site is scheduled to commence on 15 November, with the principal contractor M. Taffetsauffer Ltd taking possession of the vacant facility for the duration of the contract.
- 3.5 Meetings have also taken place with Library Service officers to facilitate the handover of the building and the removal of library assets. The DLO will assist in providing portage resource to expedite this process. The library service at Llwynhendy has closed the building, and the removal of books, furniture, computers, etc. is ongoing.
- 3.6 The lease agreement for the asset transfer of the building and the council's under-lease with the library service to operate at the hub has already been presented for members' consideration and engrossment at the council meeting on 13 November, 2024.
- 3.7 Officers will provide members with further updates as the project progresses.
- 3.8 Members may also wish to consider the name of the redeveloped facility. Throughout its development, it has been referred to internally as the Llwynhendy Hub. However, Carmarthenshire County Council already uses the term "Hwb/Hub" for its outreach service facilities, so using the term "Hub" for this facility could cause confusion among the public regarding its operator.

4. BYNEA, PENYGRAIG – CHILDREN'S PLAY AREA AND BALL COURT

- 4.1 Further to minute 32, dated 21 May, 2024 the contract for the children's play area equipment was awarded to Kompan UK Ltd.
- 4.2 Furthermore, Section 106 funding has been secured to provide an improved car parking scheme and an enclosed ball court facility.
- 4.3 The Sustainable Drainage (SuDS) report and drainage plan has been accepted by the SuDS Approving Body (SAB) and full planning consent has been received.
- 4.4 Purchase orders have been placed for the ball court fencing. Delivery is imminent and construction of the ball court and the enhanced car parking facilities is expected to commence in December.
- 4.5 Kompan are expecting to commence work on site on 27 January, 2025. Construction is expected to take 4 weeks.

5. DAFEN, CLOSE CILSAIG – CHILDREN'S PLAY AREA

- 5.1 Further to minute 32, dated 21 May, 2024 the contract for the children's play area equipment was awarded to Kompan UK Ltd.
- 5.2 The Sustainable Drainage (SuDS) report and drainage plan has been accepted by the SuDS Approving Body (SAB) and full planning consent has been received.
- 5.3 Kompan are expecting to commence work on site on 6 January, 2025. Construction is expected to take 4 weeks.

5.4 A prestart meeting between client, contractor and sub-contractor is expected to take place shortly.

6. HENGOED, STRADEY – CHILDREN’S PLAY AREA

6.1 In May 2023, the council received a letter from Edward Mansel Lewis of the Stradey Estate confirming the estate’s support for the council's ambition to construct a new children’s play area in the Stradey area. In principle, the estate agreed to provide a parcel of land for this purpose.

6.2 The council has allocated a capital budget of £100,000 for this project, which has been financed through a Welsh Government Loan.

6.3 The Deputy Clerk recently discussed the progress of the land allocation for the project with Mr. Mansel Lewis. It was explained that the Stradey Estate is currently engaged in a major project to reassess how it manages its land and properties. The estate is evaluating ways to use its significant assets to support the community, encourage local enterprise, and promote ecological, social and wellbeing initiatives. Additionally, Mr. Mansel Lewis explained that the estate is also seeking to develop housing projects to generate funds for the upkeep of its properties, including Stradey Castle.

6.4 From these discussions, it became clear that the estate would not be able to commit to providing a suitable parcel of land for at least two years. Nevertheless, the Stradey Estate remains committed to working with the council to provide the play area on estate land.

6.5 In light of this recent development, it is recommended that consideration be given to utilising the play scheme’s £100,000 earmarked reserve by transferring it to offset the Llwynhendy Hub project costs. Doing this will enable the immediate release of essential funds to aid cash flow for this scheme. Moreover, and in view of receiving the recent Welsh Government grant of £250,000; it will enable the council to fully complete the planned building works to the library in one go, without putting pressure on the council to consider topping up the hub earmarked reserve by increasing next year’s precept requirement.

6.6 A sum of £86,000 is needed to replenish the hub earmarked reserve to fully reinstate it to the original £200,000 sum. A further benefit of doing this will see the £14,000 surplus being put towards the Phase 2 environmental landscaping and drainage works referred to in section 2 of this report.

6.7 If this is acceptable, the council could agree to a safeguard condition to replenish the play scheme earmarked reserve to the original £100,000 sum incrementally over the next two years to coincide with the realisation of the Stradey Estate plans. The benefit of this will provide more time for the council to raise the funds thereby helping the council to spread the cost so the impact on the precept will ease.

7. PONTHENRI CHILDREN’S PLAY AREA

7.1 The construction of the new play area has been completed and the Council Chairman officially opened the facility on 17 August, 2024.

7.2 There are two items of rework that the contractors will address. First, a small area of safety flooring will be re-profiled due to concerns that it could cause a trip hazard. Additionally, rainwater is collecting in the cavity beneath the ground-level trampoline

and a new drain line will be installed to resolve this issue. The rework is currently delayed due to poor weather conditions.

8. PHIL BENNETT COMMUNITY RESOURCE CENTRE – TOILET FACILITIES

- 8.1 The council has committed to a capital project to install a new toilet facility at the Community Resource Centre. Accessible public toilets are essential during sports and community events on the adjacent recreation ground. The challenge has been to design the facility in a way that ensures public access while maintaining security in other areas of the building.
- 8.2 Meetings have been held with the Resource Management Centre Committee and architects W. Griffiths to develop detailed plans. The proposal involves relocating the existing ground-floor toilet facility to an adjacent storeroom, constructing a new wall and secure doorway. This will allow for access to the new toilet facility during match days and community events via the changing room corridor, while also ensuring the security to the rest of the facility.
- 8.3 The next step is to finalise the detailed drawings and submit them for Building Control approval. Once approved, officers will obtain contractor quotations for the works. However, due to the demands of developing and delivering other ongoing projects, officers have been unable to progress this project further at this time.

9. LONG TERM IMPLICATIONS

- 9.1 The council has a long-standing ambition to provide new and exciting community, recreational and play provisions at Gwili Fields, Llwynhendy, Close Cilsaig, Dafen, Penygraig, Bynea, Ponthenri and Stradey, Hengoed.
- 9.2 Providing new public toilet facilities at the Felinfoel Recreation Ground offers long-term benefits by improving accessibility and convenience for visitors. It enhances the overall user experience, encouraging greater community engagement and participation in outdoor activities.

10. SUSTAINABILITY AND WELL-BEING CONSIDERATIONS

- 10.1 The investments meet the following aims, core values and well-being goals:

Strategic Aim	Core Value	National Well-Being Goal						
		1	2	3	4	5	6	7
Community Development	CD1 CD2 CD3 CD4 CD5 CD7 CD8 CD10	✓	✓	✓	✓	✓	✓	✓
Serving the Public	STP1 STP2 STP3 STP5 STP6	✓	✓		✓		✓	✓
Acting as a Local Voice	LV1 LV2 LV3 LV4 LV5			✓	✓	✓	✓	✓
Quality of Life								
(1) Environment	QL1	✓	✓	✓		✓		✓
(2) Social Inclusion	QL3			✓		✓		✓
(3) Safe and Healthy Places	QL5			✓	✓	✓		
Sports, Leisure and Cultural Activities	SLC1 SLC2			✓	✓		✓	
The Local Economy	LE3	✓				✓	✓	✓
Local Democracy	LD3				✓			✓
Partnership Working	PW1 PW2 PW5	✓			✓	✓		✓

Communication	C2 C3 C9	✓	✓		✓	✓	✓	✓
Health and Safety	HS1 HS2 HS3 HS5	✓		✓	✓	✓		✓
Resources	R1 R2 R3	✓	✓					✓
Management and Control	MC2 MC4 MC5 MC6	✓	✓		✓		✓	✓

11. PUBLIC INVOLVEMENT

- 11.1 Direct involvement with the public was secured via the community consultation events and via the Pro-Vision Llwynhendy and Our Llwynhendy organisations.
- 11.2 The sports teams that use the facilities at Felinfoel Recreation Ground have requested the installation of new toilet facilities and have been consulted throughout the development process.
- 11.3 Public consultations are also carried out when developing new children's play area facilities, ensuring that the needs and feedback of the local community are considered.

12. COLLABORATION OPPORTUNITIES

- 12.1 The council has worked in collaboration with Carmarthenshire County Council in securing the asset transfer of the outside space and the former library building at Llwynhendy, as well as the former play area sites at Cilsaig, Dafen and Penygraig, Bynea.
- 12.2 The council has worked in collaboration with the Ponthenri Park Committee in developing and funding the new children's play area at Ponthenri Recreation Ground.
- 12.3 The council has worked in collaboration with the Felinfoel Executive Committee in developing the new toilet facilities at the Phil Bennett Community Resource Centre.
- 12.4 The council has worked in collaboration with Our Llwynhendy, the UK Government Shared Prosperity fund and the Welsh Government Asset Collaboration programme in securing funding pledges for the Llwynhendy projects.
- 12.5 The council has worked in collaboration with Carmarthenshire County Council in securing Section 106 funding for the former play area at Penygraig, Bynea.
- 12.6 The council is also working in collaboration with the Stradey Estate to secure a parcel of land for a children's play area scheme in the Stradey area, Hengoed.

13. PREVENTATIVE MEASURES/CONSIDERATIONS

- 13.1 Factors beyond the council's control have caused delays in the efforts to deliver the play areas and environmental enhancements at Llwynhendy, as well as the redevelopment of the former library building. These factors include issues related to securing funding partners, delays in obtaining planning consent and disruptions caused by the UK General Election.
- 13.2 The timelines for delivering these projects while adhering to the funding deadlines set by the grant-awarding bodies present significant challenges, which officers and contractors are working diligently to address and mitigate.

- 13.3 The council has always recognised the need for ground drainage improvements at Gwili Fields. However, the scale of the systems required to meet the criteria of the Sustainable Drainage (SuDS) Approving Body (SAB) was not fully understood during the initial scoping phase of the project. The additional funding required to address this has significantly impacted the budgets and overall funding for the projects.
- 13.4 Furthermore, the SAB's approach to Sustainable Drainage (SuDS) requirements for play areas in general has contributed to delays in finalising the concepts and designs for the play area projects at Close Cilsaig and Penygraig.

14. RECOMMENDATIONS

- 14.1 That members note the project overview information contained in this report for the childrens's play areas, the Phase 1 environmental enhancements and the community hub development at Llwynhendy, as well as the children's play area and ball court at Penygraig, Bynea, the play areas at Close Cilsaig, Dafen, Pontheri and the new toilet facility at the Phil Bennett Community Resource Centre, Felinfoel.
- 14.2 That members give consideration to pause the Hengoed, Stradey children's play area capital project for the time being until a suitable parcel of land is earmarked by the Stradey Estate.
- 14.3 That members agree to utilise the Hengoed play scheme's £100,000 earmarked reserve by transferring it to offset the Llwynhendy Hub project costs, on the condition that the council agrees to a safeguard to replenish the play scheme earmarked reserve to its original £100,000 sum incrementally over the next two years, in alignment with the realisation of the Stradey Estate plans.
- 14.4 That members agree that general or earmarked reserves could be utilised to finance the £135,539 shortfall (subject to any additional savings) for the Phase 2 works at Llwynhendy by raising the precept over the next two years to replenish reserves if additional funding cannot be identified through further stakeholder pledges or additional grants.

Yours sincerely,

DEPUTY CLERK

12 November, 2024.

RW

Dawn Jones

Subject: FW: Dafen Park Astro Facility

Date: 18 October 2024 at 15:29:41 BST

To: Andrew Rogers

Subject: Dafen Park Astro Facility

Hi Andrew,

As a Club based in Dafen Park, in Dafen, we are looking to utilise the Astro facility as much as possible.

We would like the opportunity to book additional slots in advance to externally based teams. The Club is expanding year by year, through a lot of hard work by many volunteers. Our aim is to cover every age group and to start providing girls football, at as many age groups as possible.

Long term, we are looking to achieve gold/platinum accreditation from FAW.

We were involved in the initial planning and design stage of the Astro and had to train there for many years with a second hand facility when no-one else bothered with the venue.

Would you be able to put our request into the hierarchy at the Rural Council for their observations?

Thanks

Secretary
Dafen Welfare AFC



DAFEN WELFARE CRICKET CLUB

Dafen Park
Maescanner Road
Dafen
Wales
SA14 8LR

President Mr Gareth Evans

Chairman Mr Chris Randell;

Secretary Chris Hudson,

A Clubmark Accredited Club

17th October 2024

Councillor Andrew Rogers
Llanelli Rural Council

Dear Andrew,

Further to our recent conversation, Dafen Welfare CC would be grateful for your support in having a constructive and positive discussion with Llanelli Rural Council regarding the preparation of the cricket ground in Dafen Welfare Park.

As you know we met Gareth Austin to explore this and he felt it would not be possible for the club to support the council in improving the cricket ground.

Dafen played in the South Wales Premier League in the 2024 season. In all First Team games, the independent umpires rate both the cricket square and the outfield. Dafen were ranked 19 out of 20 cricket clubs, with only Penarth being lower. The grading of the square was 15.57 out of 20, with 14 being the cut off for disciplinary action by the league; figures attached with this letter.

As the council is aware we are seeking grant funding from the England and Wales Cricket Board for an outfield renovation pack.

The Club appreciate that the council has budgetary constraints, with a finite amount of time, labour and finance that can support maintenance and preparation of cricket playing facilities in Dafen Park. The Club wish to discuss how we can support the work of the council to improve the outfield and square. This could include:

- club members doing some additional work
- providing additional finance for the council to provide more hours of work
- contracting externally for additional work.

We look forward to a cooperative response.

Yours sincerely

Chris Hudson

ITEM NO. 5(2)

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	21 OCT 2024
FILE REF.	
PASSED TO	

Dawn Jones

Subject: FW: Request for Item on Committee Agenda

From: Cllr. Alex Evans [mailto:AlexEvans@carmarthenshire.gov.uk]

Sent: 16 October 2024 11:37

To: Mark Galbraith <Mark.Galbraith@llanelli-rural.gov.uk>

Subject: Request for Item on Committee Agenda

Hi Mark,

Can I ask please that an item is added to next month's agenda of the relevant committee to discuss the council's policy of not allowing grit bins to be placed in our parks?

There were significant issues with ice on the footpath through Ponthenri Park last winter where the path was essentially unusable for a number of days due to ice and a grit bin would have been a lot of help.

Thanks
Alex

Cyng/Cllr Alex Evans

Ward Y Glyn
Glyn Ward

Cyngor Sir Gâr a Chyngor Gwledig Llanelli
Carmarthenshire County Council and Llanelli Rural Council

07583 123876



Secretary.

Mr Malcolm Rees

Chairman.

Mr John Andrews

Treasurer.

Mr Tom Scrimgeour

4th November 2024

**Llanelli Woodturning Club Proposed Extension
Into Storage Area at Furnace Community Hall.**

To Whom it May Concern,

Llanelli Woodturning Club initially applied to the Council to extend our current second room into the adjoining storage area at Furnace Community Hall (29/03/2024). We have attached copies of the original application which, if read again, will give more history of the club and the original extension idea.

The Club wishes to reapply for this extension because there appears to be a change of use in the area proposed.

Firstly, we must explain since the last application our membership has increased closer to 50 members, with at least 30 members regularly attending each week. The workshop area is a very busy area and there is a potential health and safety risk which requires the Club to limit members from using equipment to the full. It is believed that, at some point soon, the Club will have to stop accepting new members and create a waiting list. It is felt that this would go against Government desires for local Councils to support community clubs and projects such as ours.

Our Revised Proposal.

Over the last few months, the storage area has been tidied up (but still remains unorganised). Approximately 3.5m away from the entrance to the storage area temporary fencing has been placed. Diagram A presently shows the Club as it is. Diagram B shows where the fencing has been placed (heavy black line on the drawing) with the storage items behind it. We believe this fencing has been placed to delineate a clear path to a former fire exit.

Diagram C shows how the Club could restructure this space, the result would be beneficial to both us and the Council.

The Club would be prepared to pay for and build a stud partition wall where the current fencing is located. This would include a set of doors in the wall (at our expense). Within the storage area, the Club would be prepared to pay for and build shelving so that what is presently on the floor taking up valuable space could be stored on the shelving.

All the carpentry work would be carried out by the Club Members - we have all required trades available to undertake this work. There would be no need for any additional electrical work because the current sockets and lighting etc, in the storage area is adequate for both parties and will remain in situ.

The Club is trying its best to make this bid acceptable to the Council and gaining your approval. We have emailed all the Hengoed Ward Members asking them to visit the Club so we can explain our plans in person but, as yet, the Club has had no reply from them. We must stress that this extension would be invaluable to the continued success of our Club, helping to move forward and make a safer and more welcoming environment for our members.

We hope this meets with your approval and look forward to hearing from you.

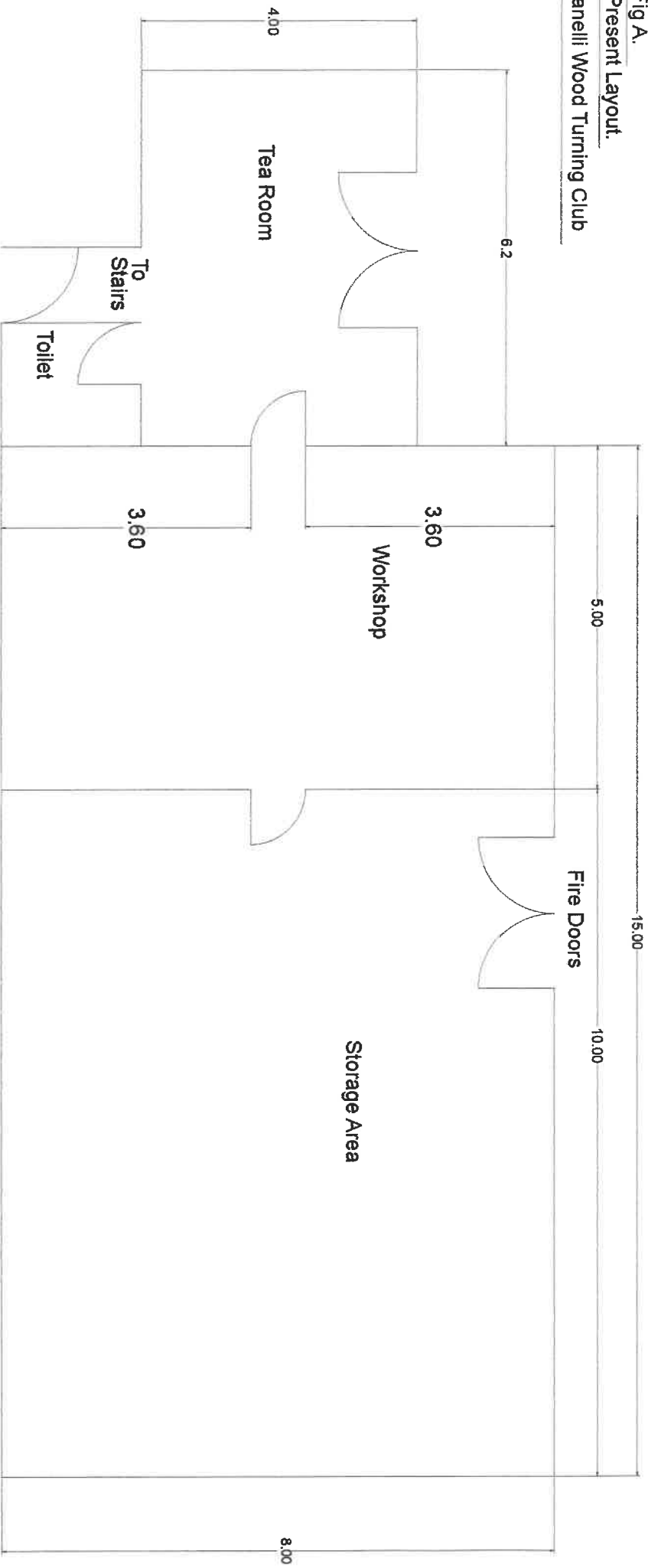
Yours Sincerely

Mr A John Andrews
Chairman, Llanelli Woodturning Club

Mr Tom Scrimgeour
Treasurer, Llanelli Woodturning Club

Mr Malcolm Rees
Secretary, Llanelli Woodturning Club

Fig A.
Present Layout.
Llanelli Wood Turning Club



Adjusted Area By Council - Heavy Black Line

Fig B.

Llanelli Wood Turning Club

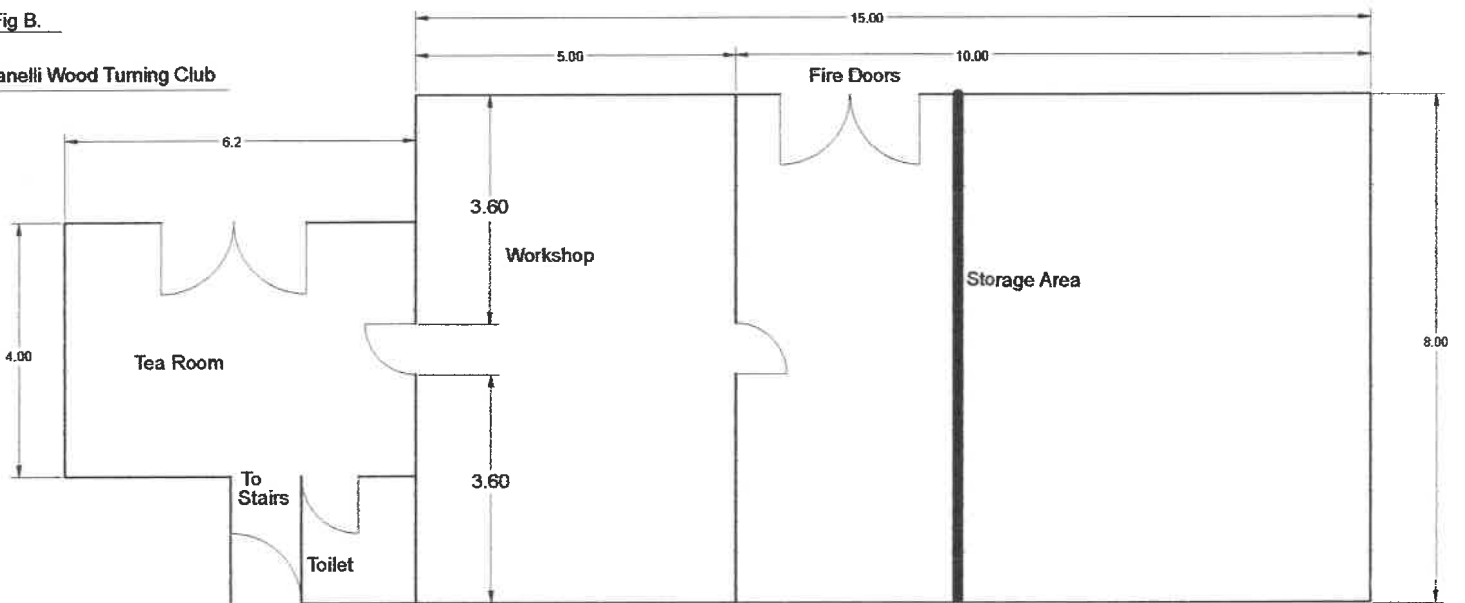
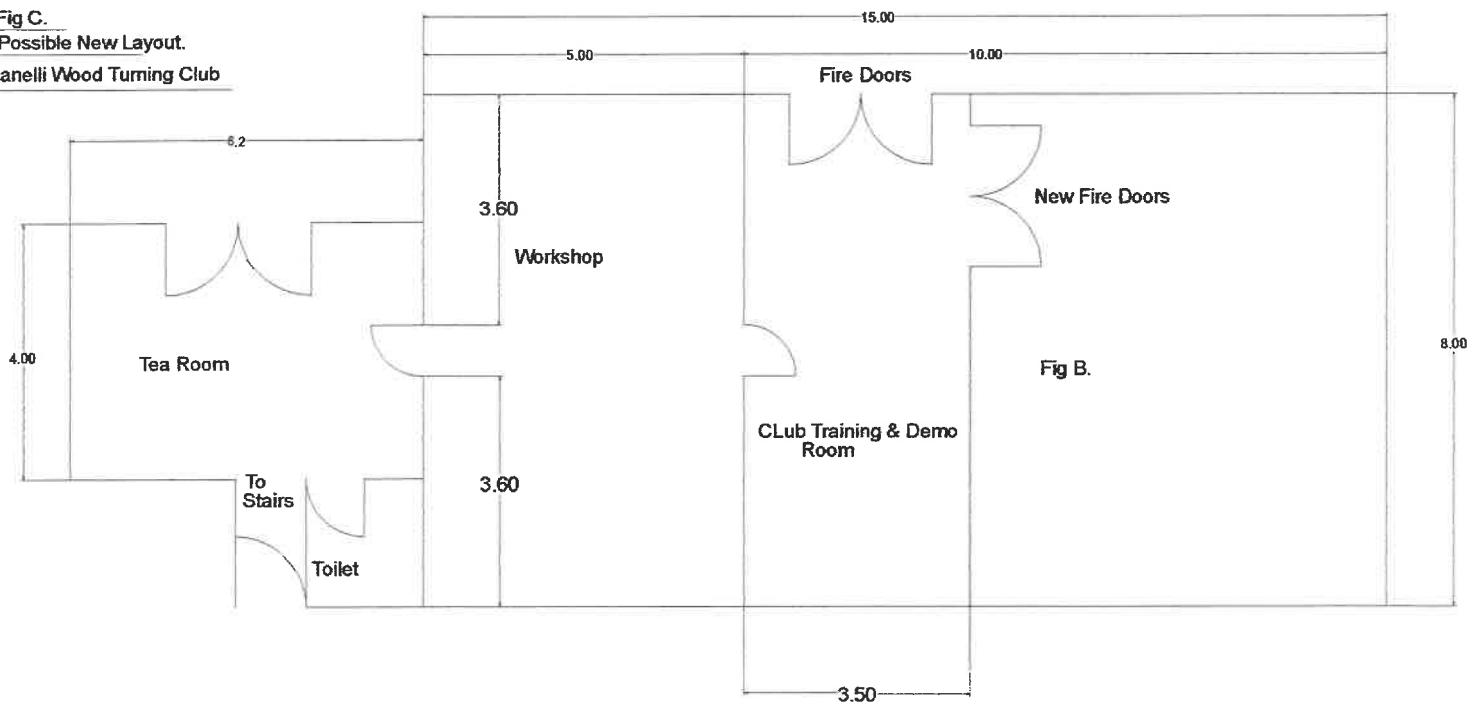


Fig C.
Possible New Layout.
Llanelli Wood Turning Club





PREVIOUS
APPLICATION.

Secretary.

Chairman.

Treasurer.

Mr Malcolm Rees

Mr John Andrews

Mr Tom Scrimgeour

28 March 2024

**Llanelli Woodturning Club Proposed Extension
Into Storage Area at Furnace Community Hall.**

To Whom it may concern,

I am writing to you as the newly elected Chairman of Llanelli Woodturning Club. For a period of over 12 months the club has talked and considered a possible extension into the storage area in Furnace Community Hall. I had been told that the application had been proposed to yourselves for consideration.

Only this week I sent an email to Llanelli Council asking for a grant to help the club finance the possible extension as most of the work can be carried out by several tradesman that attend the club. Much to my disappointment a Mr Graham Williams contacted me and after some discussion explained that he had not received and notice on the desires of the club for the extension. He explained to me the possible use for storage that the council would like to use the space for.

He was very and informative and told me that I should officially apply to you and your committee for our consideration of the extension. Below is the reasons why we would like the extension.

Llanelli Wood Turners Club are based in Furnace Community Hall. We have been a club since 1991 starting in a spare room at the back of a pub before settling at the above address. We are affiliated members of the Association of Woodturners of Great Britain (AWGB).

We have a large membership of over 40 members and since COVID our numbers are increasing on a monthly basis. We have a diverse membership of both male and female turners. Whilst the members tend to be of later years there is no age limit after 16 years of age.

Some members have some form of disabilities and whilst not wanting to elaborate they vary from Strokes, Parkinson's disease, registered blind member and many of our members will tell you how being in the club helps them with their mental health. We are also a caring community for our members.

We serve a large area of the town and suburbs of Llanelli with members from many outlying areas.

We are a busy club, meeting every Wednesday night. We have demonstration nights, competition nights, open nights and team competition nights on all nights the lathes are turning. We are hoping to run 2 training courses for new members this year and if future plans work out more each year.

We support the community by attending local shows. These shows include 2 Pontarddulais agricultural shows, Gower and Pembrey Country Park show in September. We are often approached by people to make turned objects for their houses etc., as the item they have cannot be purchased any longer. Last year we were asked to make eggs for the breeding birds in the Wetlands in Penclacwydd.

Drawing Fig A. (Metres) Shows the club layout as it at present. The tea room area is a common area for the members and I also believe that it used by other persons/groups at times. The Workshop area contains 6 Lathes a Band saw, Pillar drill and other smaller tools kept in benches and lockers built and borrowed by our members. This area is locked and is solely for club

members. At the rear of the club is a large store area that can only be accessed through the workshop or the fire doors.

As I have stated the club is increasing in numbers on a regular basis. The membership now needs to be arranged so that events and general safety can be organised better.

Drawing Fig B. (Metres)

Shows the area we would like to extend into. Having this area allows the 3 main areas of improvement and safety for our members. Often in the workshop, demonstrations and tutoring take place which stops any other member wishing to turn taking place. The extension would become a new work area taking over this role. Our Main training lathe would be placed in there with seats also we already have a camera system that can transmit the training/demonstration to the other areas of the club.

The tea room we wish to make into a more comfortable and relaxing area. Some of our members often use the night to chat with like minded people and enjoy being in that atmosphere. We would place fire retardant soft furnishing and coffee tables in there, donated by our members. This would obviously be useable by the other patrons of the hall that use that area from time to time.

This finally and hopefully should leave the workshop free for people wishing to use the machines and any mentors guiding them. At present these members who wish just to enjoy the company of other members hang about the workshop and this can cause issues especially on the matters of safety.

With this setup we will be able to manage the club better on club nights and ensure the safety of our members. As I have said the club is expanding its membership regularly and, as a club, we feel that that time is right for this expansion.

I have enclosed diagrams and pictures to hopefully explain the idea and to show the numbers of members (not all) that use the club how this extension would be invaluable to us.

Pictures 1:- Shows the tea room area.

Pictures 2:- Shows the workshop area

Pictures 3:- Shows the area we would like to extend to.

All Drawing Dimensions are in Metres and are approximate

I thank you for your guidance in this matter and I am available to talk at any time and I invite you to attend on a club night.

We would welcome the thoughts of Llanelli Rural Council and, if you agree, would gladly present our detail plans to you.

Yours Sincerely & Hopefully

Mr A John Andrews

Chairman. Llanelli Woodturning Club

Mr Tom Scrimgeour

Treasurer. Llanelli Woodturning Club

Mr Malcom Rees

Secretary. Llanelli Woodturning Club

Carol Lloyd

From: stephen ricketts
Sent: 06 November 2024 13:04
To: enquiries
Subject: llanelli woodturning club

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	07 / 11 / 2024
FILE REF.	
PASSED TO	ACK / RSLW

HI CAROL

MY NAME IS STEPHEN RICKETTS I AM A MEMBER OF LLANELLI WOODTURNING CLUB .THE CHAIRMAN MR JOHN ANDREWS AS PUT A REQUEST TO EXTEND THE CLUB FLOOR SPACE ..I AM REGISTERED DDISABLED I AM NOT THE ONLY MEMBER THERE WITH A DISABILITY THE EXTRA FLOOR SPACE WILL BE A GREAT HELP TO US TO LEARN .WE CAN SPLIT INTO GROUPS THAT WAY MORE MEMBERS CAN DEMONSTRATE ON THE OTHER LATHES WITH OUT OVER CROWDING AND SPEAKING OVER EACH OTHER .WE ALL THINK THE EXTRA SPACE WILL NOT ONLY HELP THE CLUB TO GROW BUT HELP WITH THE MEMBERS TO HAVE MORE SPACE COMMUNICATE ...AS YOU KNOW OR MAY NOT I GET AROUND WITH A GUIDE DOG HE WILL BE HAPPY TO WITH MORE SPACE TO LIEDOWN IN COMFORT .I HOPE THIS EMAIL WILL HELP THE CLUB IN THERE REQUEST TO EXPAND .
MANY THANKS STEPHEN

Carol Lloyd

ITEM NO. 7(2)

From: A Andrews
Sent: 04 November 2024 11:42
To: enquiries
Subject: Hengoed Ward Members

LLANELLI RURAL COMMUNITY COUNCIL	
DATE	05 NOV 2024
FILE REF.	
PASSED TO	ACK / RAW / LHM

Good Morning Carol,

I wish to have the Hengoed Ward members pay a visit to Furnace Community Hall in particular Llanelli Woodturning Club who are situated in the basement of the Hall.

We have applied to have permission to extend the club into part of an area that the council have recently been using for storage. We were refused at that application. I am in the process of applying again and would like the members of the ward to come and see what we wish to do and hopefully have their support in our application.

At the time of you writing to me (8/10/2024) I contacted by email all 4 members asking for them to pay us a visit at a time that is most suitable to them. I am disappointed that all public representatives have not replied to me.

I would therefore appreciate if you could communicate with the members of Hengoed Ward and pass on the desire of the club for them meet with us. I appreciate that they may be busy but if they jointly arranged a time it would take no more than 30 minutes of their time.

Yours in hope

A J Andrews

Chairman, Llanelli Woodturning Club