Minutes of the Full Council Meeting of Ammanford Town Council on Monday 29th July 2026 at 13 Wind Street, Ammanford and via Microsoft Teams.

The Chair Cllr. C Higgins Presided over the meeting.

Meeting Started at 18:00

Present
Cllr C Higgins (chair)
Cllr A Jones (online)
Cllr C Evans (online)
Cllr D Harries
Cllr E John
Cllr H Howells (online)
Cllr J Owen
Cllr K McMinn-Davies
Cllr Ll Davies
Cllr P Allchurch
Cllr S Evans
Cllr W Erasmus

Also Present
Jayne Grazette (Chief Officer)
Roisin Finch (Deputy Clerk and Note Taker)
Geena Ware (Estate and Admin Officer)
PSCO Arwyn Rees

Agenda Item FC01-29062026
Ymddiheuriadau a rhesymau dros absennoldeb/Apologies and reasons for absence.

Apologies for Absence

- Cllr C Hope – At another council meeting
- Cllr N Morgan

No Apologies Received

- Cllr W Erasmus

Agenda Item FC02-29062026 Datganiadau diddordeb/Declarations of interest
No new declarations of interest

Agenda item FC03-29062026 Participiad cyhoeddus/Public participation
None

Agenda Item FC04-29062026 I ystyried materion plismona/To consider policing matters

The Chair invited PSCO Rees to provide an update.
PSCO Rees gave a brief update on incidents and activities over the previous month, including theft, criminal damage, and ongoing enforcement relating to e-scooters. An issue relating to electric bikes was also discussed.
PSCO Rees advised that a joint project is commencing with local schools and the RNLI to promote safety awareness around rivers.
The Chair raised concerns regarding anti-social behaviour (ASB). PSCO Rees reassured members that a School Liaison Officer is continuing to engage with local schools to address ASB issues.
The Chief Officer informed members that "Cuppa with a Copper" will commence on Thursday 2nd July at 13 Wind Street (Ammanford Town Council Offices), this will be held monthly.

PSCO Rees also provided an update on the Steal and Be Band scheme (SABB).
The **Steal and Be Banned (SABB)** scheme run by Dyfed-Powys Police is a business crime reduction initiative designed to tackle shoplifting and repeat offending in town centres and retail areas.
Under the scheme:

- Individuals caught shoplifting or committing theft-related offences in participating businesses can be banned from **all businesses signed up to the scheme**, not just the store where the offence took place.
- Local businesses work in partnership with police to share information about offenders and suspicious activity.
- The scheme aims to reduce retail crime, protect businesses, and improve safety for staff and customers.
- It also acts as a deterrent by making offenders aware that criminal behaviour can result in wider exclusion from multiple premises.

The scheme supports stronger partnership working between retailers, businesses, and the police to address repeat offending and anti-social behaviour.

PSCO Arwyn Rees left the meeting at 18:10.

Agenda Item FC05-29062026 I dderbyn adroddiad y Maer/To receive Mayor's report

- The Mayor thanked staff for organising the Inauguration Event and noted that significant positive feedback had been received. The Mayor also stated that the Community Awards were very well received by those in attendance.

- The Mayor and Deputy Mayor attended the Baton Relay event.

- The Mayor read a letter he intends to send to Cllr W Erasmus requesting that he formally resign from his position as Councillor. Cllr Higgins asked members present whether they would support the letter. All members present confirmed their support and agreed to sign the letter.

Resolution

- The Chair to send the letter to Cllr W Erasmus requesting his formal resignation.
- To formally include a “Vote of No Confidence” as an agenda item for the July Full Council Meeting should Cllr W Erasmus not resign.

Agenda Item FC06- 29062026 I dderbyn adroddiad y Cynghorwyr y Sir/To receive County Councillors Report

Previously circulated to councillors.

Agenda Item FC07-29062026 I dderbyn adroddiad Clerc a RFO/To receive Clerk & RFO Report

The Chief Officer provided an update on upcoming community events and projects currently being developed and delivered by the Council.
Members were advised that during the pre-election period, the calendar of events had been prepared and submitted following the cancellation of the Full Council Meeting scheduled for 30 March 2026 due to a lack of quorum. The calendar of events was subsequently shared with the Regeneration Team to support partnership working and align with Local Growth Fund grant applications.

Members were advised of the following upcoming events and activities:

- Barclays Free Tennis – 11 July 2026
- Outdoor Bowls Free Session – 22 July 2026
- Fit, Fed, Fun – 17 August 2026 (Outdoor Bowls)
- National Playday – 3 August 2026 at the Bandstand
- It’s a Knockout – 9 August 2026 (approved by ESAG)
- Silver Band – Monthly concerts
- Connecting Carmarthenshire – Weekly sessions being held in Ammanford Park from April until September
- Dinomania – Grant application submitted
- School Youth Council – Four educational modules being developed to help young people learn about the Council and local government
- Joint event with Menter Dinefwr – “Helo Hanes”

Cllr A Jones suggested we update the website with events.

The Chief Officer also provided an overview of Tempo Time Credits, outlining how the scheme operates and the potential benefits for community engagement, volunteering, and rewarding participation in local initiatives.
The Chief Officer recommended that Council consider the adoption of Tempo Time Credits.

Resolved Unanimously to adopted Tempo Time Credits to reward volunteers for their work.

Agenda Item FC-0829062026
Cadarnhad o gofrestr y cyfarfodydd canlynol/Confirmation of the minutes of the following meetings

i. **Cyfarfod Cyffredinol Brys 18fed Mai** 2026/ Extraordinary General Meeting 18th May 2026
Resolved Unanimously to accept the minutes of EGM 18th May 2026

ii. **Cyfardof Blynyddol Y Cyngor 18fed Mai 2026**/ Annual General Meeting 18th May 2026
Resolved Unanimously agreed to accept the minutes of AGM 18th May 2026

iii. **Cyfarfod Panel Gwobrau 26ed Mai 2026/** Awards Panel Meeting 26th May 2026
Resolved unanimously to accept the minutes of Awards Panel Meeting 26th May 2026

iv. **Cyfarfod Cyffredinol Brys 3ydd Mehefin 2026**/ Extraordinary General Meeting 3rd June 2026

Cllr A Jones requested that his letter be included in the minutes of the meeting.
Resolved unanimously to accept the minutes with an amendment to appendix.

v. **Cyfarfod Pwyllgor Cyllid 15fed Mehefin 2026/** Finance Committee Meeting 15th June 2026
Resolved unanimously to accept the minutes of the Finance Committee meeting.

Agenda Item FC09-29062026 Diweddariad ar Archwiliad 2024-2025 /Update on Audit 2024-2025

The Chief Officer provided a summary to Council on the completion of the 2025/26 audit process.

Members were advised that, for the first time in 10 years, Ammanford Town Council has received an unqualified audit opinion. This confirms that the Council has successfully met the required audit standards and passed the audit without qualification.

Council acknowledged the significant progress made in strengthening governance, financial management, and internal controls.

Members recognised and commended the hard work and commitment of both councillors and staff in achieving this positive outcome and improving governance standards within Ammanford Town Council.

FC10-29062029 I gytuno ar Ffurflen Flynyddol eleni 2025/2026/ To agree this year's Annual Return 2025/2026

i. **Ffurflen Flywodraethu ac Atebolrwydd Flynyddol (AGAR) 25-26**/ Annual Governance and Accountability Return (AGAR) 25-26

   The Chief Officer provided an overview of the Annual Governance and Accountability Return (AGAR), which had previously been circulated to all Councillors for review.

   The Chief Officer highlighted the key points within the AGAR and confirmed that the audit outcome was acceptable, reflecting the significant improvements made to governance, financial management, and internal controls within Ammanford Town Council.

   Members were given the opportunity to raise questions or comments.

   Cllr A Jones requested that the Council formally record its appreciation for the significant hard work undertaken by both councillors and staff in improving governance and financial management within Ammanford Town Council. Cllr A Jones expressed hope that this positive progress and high standards will continue moving forward.

   Resolved unanimously to accept the AGAR 2025–2026.

ii. **Adroddiad yr Archwilydd Mewnol**/ Internal Auditor Report

The Internal Audit Report had been previously circulated to members for consideration.

The Chief Officer provided an overview of the recommendation and outlined the key points for discussion.

Cllr C Higgins stated that dual payment authorisation processes can be difficult to operate in practice and recommended that the wording be amended to state that the Council will "explore dual payment options" rather than commit to a fixed arrangement.

Cllr K McMinn-Davies commented that Unity Trust Bank offers effective dual payment authorisation facilities and may be a suitable banking option for Council to consider.

Resolved Unanimously to accept the internal auditor report with recommendation to respond to the auditor to change the wording.

iii. **Esboniad o Amrywiannau**/ Explanation of Variances

Cllr A Jones asked whether the Council should expect to continue seeing large variances relating to grant funding in future years.

The Chief Officer responded and explained that, as the Council intends to continue applying for grant funding to support community wellbeing projects and initiatives, some variances are likely to remain. However, it is anticipated that these variances will narrow over time as grant income and expenditure patterns become more consistent.

Cllr C Higgins reassured members that variances are acceptable provided they can be clearly explained and supported with appropriate justification.

Resolved Unanimously to accept the explanation of variances.

iv. **Cofrestr Asedau**/ Assets Register

Cllr E John queried whether certain asset values had increased and noted that he would have expected some assets to depreciate over time.

The Chief Officer responded and explained that the asset register had not been consistently maintained or kept fully up to date in previous years. It was noted that the current asset register remains a work in progress and is being actively reviewed and updated.

The Chief Officer further advised that the next agenda item would outline the next steps in strengthening asset management arrangements for Ammanford Town Council.

Resolved Unanimously to accept the asset register.

Agenda Item. FC11
29062026.I ystryried mabwysiadu tanysgrifiad CIVIC.LY ar gyfer rheoli asedau / To receive an update on the planned adoption of CIVIC.LY subscription for asset management.

The Chief Officer referred members to the previously circulated report on Civic.ly, including details of the projected return on investment, and provided an overview of the software and how it could support and improve asset and contract management for Ammanford Town Council.

The Chief Officer explained that both the initial setup cost and monthly subscription had been offered at a discounted rate. Members were advised that the Council would not be tied into a fixed-term contract and that the software integrates with the Council's existing accounting system.

Cllr H Howells asked whether any other Town Councils currently use the software.

The Chief Officer confirmed that other local councils are using the system and noted again that there is no fixed-term contractual commitment.

Resolved Unanimously to adopt CIVIC.LY.

Agenda Item.FC12-290602026 Cyngor i ystyried cael gwared ar River Way MUGA/ Council to consider the following at River Way:

i) **Adroddiad Clerc** /Clerk Report on Riverway MUGA
Previously circulated to Cllrs. Clerk gave an overview of the report.

ii) **Adroddiad Preswylwyr yn cael ei drafod mewn cyfarfod cyhoeddus g yda thrigolion/** Residents Report discussed at public meeting with residents.

The Chief Officer provided an update on the recent meeting with Ann Davies regarding concerns surrounding the Riverway MUGA.

Cllr H Howells also provided an update from the meeting and stated that it is important for the Council to maintain a balanced view. It was noted that, at present, the Council has primarily heard from residents directly impacted by the proximity of the MUGA.

Members generally agreed that the location of the MUGA presents challenges, particularly due to its proximity to residents.

Cllr E John, who resides close to the site, stated that he felt the meeting with Ann Davies had involved a closed group of residents.

The Chair suggested that the Council undertake a wider consultation to gather broader community views and explore alternative options for the site.

Cllr H Howells noted that a previous consultation relating to the park had taken place; however, no young families attended, while a significant number of residents concerned about the MUGA were present.

Following discussion, members proposed that the matter be taken to wider public consultation to ensure broader community engagement and to gather views from all affected stakeholders.

Cllr H Howells suggested that questionnaires be created and hand delivered to residents as part of the consultation process. It was further suggested that councillors could volunteer their time to assist with distributing the questionnaires to maximise engagement.

- Cllr A Jones suggested that a banner be produced to help promote the consultation and ensure the process is communicated as widely as possible to the community.
- Questionnaires to be developed for distribution as part of the consultation process.

Resolved unanimously to proceed with a wider public consultation.

iii) Dyfynnod i dynnu MUGA/ Quotation to remove MUGA

The Chief Officer advised members that this matter had been actioned following the residents' meeting with Ann Davies.

Members acknowledged receipt of the quotation and agreed that it should be retained for future consideration, pending the outcome of the wider public consultation.

iv) Tynnu MUGA /Removal of MUGA

Resolved unamimously to defer this item was pending further consultation.

v) Teledu cylch cyfyng yn Riverway/CCTV at Riverway

Cllr E John sought reassurance that the proposed CCTV coverage would not include neighbouring private gardens.

The Chief Officer reassured members that the cameras would be positioned to focus specifically on the playground area. It was noted that careful consideration would be given to both the positioning and angling of the cameras to ensure privacy concerns are addressed.

The Chief Officer also provided an update on the budget allocation for the park redevelopment, confirming that provision for CCTV installation had been included within the original project budget.

Members were advised that a site meeting had taken place between the Chief Officer and the Carmarthenshire County Council Lighting. Following this meeting, a quotation is being prepared for the installation of an electrical supply to support a CCTV hub and associated power requirements.

Resolved unanimously to accept quotation and installation of CCTV at Riverway Park

vi) **Agoriad swyddogol Maes Chwarae Riverway/**Official opening of Riverway Playground

Chair suggested 15th August 11am. Agreed by the council to plan an official opening.

Action: Chief Officer to plan opening for Riverway park and liaise with neighbouring council.

Agenda item FC13-29062026

Ystyried y prosiect tymhorol stondin masnachwer marchnad ir ysgol (yn y tymor ysgol) a defnydd masnachol mewn gwyliau'r haf ym Mharc Rhydaman. /Consider the seasonal Market Traders Hut for School project (in the school term) and commercial use at summer holidays in Ammanford Park.

The Chief Officer provided an overview of the proposed seasonal Traders Hut and outlined its intended use as both an educational and community asset. Members were advised that during term time, the Traders Hut could be used by local schools as an educational resource, providing young people with opportunities to develop practical life skills, business awareness, and entrepreneurial experience through operating a small-scale business from the hut.

It was further explained that during the summer holidays, the Traders Hut could be made available for commercial traders, providing opportunities to support local businesses and enhance community activity within the park.

Cllr E John suggested that a clear and transparent process should be established for selecting traders to ensure fairness and consistency.

Cllr A Jones emphasised the importance of developing a formal policy for trader applications and use of the facility.

Cllr H Howells raised concerns regarding the risk of vandalism and noted that traders should be required to remove all stock and belongings at the end of each trading day to reduce risk.

Cllr A Jones commented that, should the initiative prove successful, Council may wish to consider a larger-scale project in the following year.

Cllr C Higgins suggested that the Council consider separating the school/community use from the commercial trading element to ensure both aspects can be managed effectively.

Resolved unanimouly to allow a trail with Bro Banu School to use the hut for school project and sell produce.

Members discussed the potential commercial use of the Market Hut.

Cllr K McMinn-Davies suggested that the Council should narrow down the types of traders or suppliers to be considered, to make the selection process clearer and more manageable.

Cllr H Howells suggested that opening times should be carefully considered to ensure trading hours do not negatively impact or directly compete with existing local businesses.

Cllr E John suggested that opportunities could be offered to a variety of suppliers on a rotational basis to encourage diversity and fairness.

Action
The Chief Officer to formalise the proposed process, including trader selection criteria and operating arrangements, and present recommendations to a future Full Council Meeting for consideration.

Agenda Item FC14-29062029 I dderbyn cais cynllunio or 4 wythnos diwethaf/ To consider planning applications from the last 4 weeks

i. Planning Application PL/10911
   Cllr K McMinn-Daves stated that there was a simmular planning application in Betws, that had caused issues with type of care home. Cllr A Jones stated that that was not a planning matter.
   No formal response from ATC.

ii. **I ystyried Cyfeirnod Yr Awdurdod Lleol RW/3/16/KR/** To consider Local Authority Reference RW/3/16/KR

Members were advised that the application relates to the proposed diversion of sections of Public Footpaths 3/14 and 3/16 at Gwern Y Felin, Hopkinstown under Section 119 of the Highways Act 1980.

The proposal would alter the current route of the public footpaths while maintaining public access. Members were invited to consider the consultation and determine whether the Council wished to submit any comments or objections.

Members were informed that, should they wish to submit comments or observations on the Diversion Order on an individual capacity, they were welcome to do so directly.
Following discussion, it was agreed that Ammanford Town Council would not submit formal comments in response to the consultation.

The chair closed the meeting at 19.55.