

b) Resolved: To accept the minutes and recommendations of the PPF Committee meeting held on 12 February 2026 (Appendix 3). Proposed: Cllr D Thomas-Turner. Seconded: Cllr A Benson-Davies. All in favour.

2868 Finance matters

a) The Council received the Income and Expenditure and Budget Comparison reports to 31 January 2026.

b) The January expenditure for payment, as listed, totalled £19,868.92, including VAT.

Resolved: To approve the Accounts to 31 January 2026 and the January expenditure for payment.

Proposed: Cllr D Thomas-Turner, Seconded: Cllr C Black. All in favour.

c) Electricity and Gas Contract Renewal and Delegation

Council considered the Deputy Clerk's report outlining 24, 36 and 48-month fixed-term electricity and gas contract options, following market testing undertaken with an independent adviser.

The 24-month option was noted as offering the lowest estimated annual cost and greatest flexibility. Council further noted that the Picton Centre supplies may be removed from the Crown Commercial Service framework from April 2027 due to a potential change of occupation, subject to confirmation.

Resolved: a) To approve the 24-month fixed-term contract and to authorise the Clerk, in consultation with the Chairs of the MED and PPF Committees, to secure the most advantageous available terms at the point of placement.

b) To delegate authority to the Clerk, in consultation with the Chairs of the MES and PPF Committees, to make alternative supply arrangements for the Picton Centre if required.

Proposed: Cllr R Thomas. Seconded: Cllr C Black. All in favour.

2869 Nominations for Chair, Deputy Chair, and Sheriff Elect

Council noted that nomination forms for Chair of Council/Mayor Elect, Deputy Chair/Deputy Mayor Elect, and Sheriff Elect must be returned to the Clerk by 12 noon on Friday, 6 March 2026.

Cllr R Thomas-Turner, Deputy Mayor, confirmed his intention to stand for Chair of Council/Mayor Elect.

2870 2026 Award of Merit and Young Laurels Award (Application Process)

The Clerk reminded Council that the Award of Merit and Young Laurels Award will be presented at Mayor Making on 21 May 2026. The awards recognise individuals or organisations from Haverfordwest who have given outstanding service to the Town and its people.

It was noted that nominations must be submitted by a resident of Haverfordwest, include full supporting details, and be counter-signed by a Town Councillor. Nominees must reside in, or organisations be based within, the Town. The closing date for nominations is 12 noon on Friday, 9 April 2026. Details have been published on the Council's website and Facebook page.

2871 Outside Bodies – Appointments and updates

The following updates were noted.

Sir John Perrot / William Vawer Trust	Cllr R Thomas noted that meetings are scheduled for 12 March 2026 to consider matters relating to Carew Terrace and the 2026 distribution to schools. respectively
One Voice Wales	Clerk attended the Larger Local Council Committee (11 February) and Regional Committee; Cllr T Moses noted the Pems Public Services Board will consult on its 2023–2028 Wellbeing Plan.
Working Better Together (Pembrokeshire County Council)	Next meeting on 12 March 2026, starting at 7.30 pm (later than the PPF Committee).

2872 Town Voice - to Consider, Raise or Respond to Any Matters on Behalf of the Town:

a) Haverfordwest Skate Park

Council noted an update following a site visit (attended by Cllr T Moses and the Deputy Clerk) with Pembrokeshire County Council to discuss potential lighting provision supported by the Town Council. It was noted that other skateparks in Wales do not have lighting, so the Council suggested engaging with users to determine if lighting is required. Meanwhile, access details to the existing electricity account will be obtained from a representative of the former Skatepark Association to provide an indication of potential costs. There is currently no CCTV; Dyfed-Powys Police are considering this, but no further action is required at present.

Resolved: **The Clerk to engage with users regarding light provision and to obtain costings. Proposed: Cllr C Black. Seconded: Cllr R Thomas-Turner. All in favour.**

b) Speeding on Scarrowscant Lane (20 mph area)

Following consultation with Pembrokeshire County Council, County Cllr D Bryan (Priory Ward) requested the Council consider installing a Vehicle Activated Sign (VAS) to encourage speed reduction. Speed bumps were also discussed but were considered less suitable in residential areas except near schools.

Resolved: **The Mayor, Clerk, and County Cllr D Bryan to arrange a site meeting with PCC Highways to progress their recommendation. Proposed: Cllr R Thomas. Seconded: Cllr R Thomas-Turner. All in favour.**

c) Connect the Community Event – 19 February 2026

Cllrs R Thomas-Turner and D Thomas-Turner reported on the event, attended by other Council members and County Councillors. The event, which expanded into the Depot at Haverhub, was successful. Attendance had increased, and holding the event during half-term proved effective. The event was supported by Tesco (groceries), the VC Gallery (cooked meals), and a sizeable number of charitable and other stakeholders.

d) Picton Centre – Advance Bookings

The Clerk reported on interest in booking the Picton Centre, which was encouraging. Some bookings were noted only, while three required Council decisions.

Resolved: **The Clerk to respond to Organisations 1, 3, and 5. Confirmation of bookings to be given to Organisations 1 and 3, with authority delegated to the Clerk to agree an interim booking fee, subject to future booking fees being formally adopted by Council. Organisation 5, seeking a long-term rental arrangement, to be informed this is not an**

option. Proposed: Cllr C Black. Seconded: Cllr D Thomas-Turner. All in favour.

2873 Clerk Updates and Correspondence Since Last Meeting

a) Town Council vacancies

The Clerk reported that the two co-option vacancies for Prior and Prendergast Wards had been re-advertised. Since issuing the Full Council agenda, three additional members had resigned: Cllrs J Hackett (Castle Ward), H Lewis (Portfield Ward), and P Lewis (Priory Ward) on 16, 17, and 18 February, respectively.

Notice of Casual Vacancies was issued to notify the Electoral Team and residents of the three wards. The deadline for applications for the two co-options remains Friday, 28 February 2026 (some interest has already been received). Potential candidates wishing to call an election for the three casual vacancies must obtain signatures by 9, 10, and 11 March, respectively. The Clerk will keep Council informed of progress.

b) Salt Bin Proposal

County Cllrs D Bryan (Priory Ward) and T Evans (Portfield Ward) have provided proposed salt bin locations. The Clerk will seek similar information from other ward councillors and compare this with existing Town Council requests, with a view to mapping these for review alongside PCC Highways/Gritting Department. It was noted that the Town Council would need to consider an appropriate rollout plan, over more than one fiscal year depending on the number of bins.

c) Improving Our Local Places – Welsh Case Studies & Planning Updates (One Voice Wales Joint Event, 19 March 2026)

The Clerk circulated details of this training event and recommended that councillors involved in Planning consider attending. Cllrs T Moses and R Thomas-Turner expressed interest. The Clerk will liaise to confirm their availability and book places for them, alongside the Clerk and Deputy Clerk. Costs fall within the Clerk’s delegated authority.

d) Cawl a Chên Event – Saturday 28 February at Haverhub

Details of this Soup & Song event, arranged by the Clerk and other members of the Haverfordwest Fundraising Committee, had been widely advertised. Tickets (£20 per person) to include entertainment, are available from the town council’s offices. All proceed will go to the Eisteddfod y Garreg Las, to be held 1-8 August 2026 in Llantwd (north of the county).

e) Correspondence Shared with Members of Council

The Clerk noted the ongoing circulation of correspondence and consultations received since the new year, shared via email with councillors and published on Facebook to invite public participation.

f) Sale2Wales procurement tenders

The Deputy Clerk has prepared several tender/quotation documents for upload to the Sale2Wales platform; these will be published shortly.

2874 Staffing Matters

The Clerk noted that the Council should consider the appointment of a new PPF Committee Chair at the next meeting. In the meantime, the Vice-Chair will chair meetings, including any Staffing Committee meetings.

There being no further business the meeting ended at 7.15pm.

Chairman of Council / Mayor	Signed
Proper Officer / Town Clerk	Signed
Date	

APPENDIX 1

Minutes of the hybrid meeting of the Management, Estates and Strategy (MES) Committee held on Thursday 5 February 2026 at 6pm at the Old Wool Market

Present	Cllr B Simister	Chair
	Cllr C Black	Vice-Chair
	Cllr T Moses	
	Cllr R Thomas-Turner	Deputy Mayor
In attendance	V Lewis Camacho	Town Clerk
	E Gear	Deputy Town Clerk
	D Lawrence	Facilities Manager
	Cllr D Thomas-Turner	Sheriff
	Cllr P Lewis	

The Chair welcomed all to the meeting.

1. Apologies for absence: Cllr(s) K Manikonda, S Pearce, R Thomas (ex-officio Member), and S Thorley.

2. Declarations of interest from Members

Agenda Item	Member	Interest	Nature of interest
4 – Planning Applications	R Thomas-Turner	Personal	Associated employment with Tesco

3. Matters arising from the minutes of the last meeting

The minutes of the Committee meeting held on 5 January 2026 were approved at the Full Council meeting held on 22 January 2026. There were no matters arising.

4. Review of Planning Applications

The Committee reviewed planning applications and decision notifications received since 8 January 2026.

Resolved:

To approve, without objection, all planning applications and to note the discharge of condition consultation and planning decisions listed in the Appendix. The Clerk to notify the Local Planning Authority. Proposed: Cllr C Black. Seconded: Cllr R Thomas-Turner. All in favour.

5. Actions and updates from Clerk's report

The Committee noted the following items from the Clerk's report:

Cemeteries a) Memorial Inspections b) Lower Prendergast	a) Groundsmen to attend ICCM Memorial Testing Training on 27 March 2026 b) Repair to rope handrail had been carried out (£42.45 approved by the Clerk)
Priory Saltings	Clerk, Facilities Manager, Cllr T Moses to undertake site visit with P Howe (PCC) to plan for the spring cutting season
Sports Pavilion/Lower Racecourse Car Park	A quotation had been received from existing CCTV provider to install external microphone to the existing system at a cost of £350 + VAT See Recommendation 1
Picton Centre	The Task & Finish Group visited on 16 January to review the state of repair of the building in preparation for works to be carried out. Clerks are drafting the Sell2Wales Invitation to Tender (ITT) for a Building Condition and Feasibility Survey for upload to portal as soon as possible.

Old Wool Market	A response to the initial Expression of Interest submitted to the Heritage Lottery had been received, requesting further information. The draft ITT for Evaluation and Assessment of the Old Wool Market had been sent to the grant adviser for review before upload to Sell2Wales. This assessment will be used for Heritage Lottery purposes in due course.
Bridge Meadow Play Area	a) One Groundsman has obtained Lantra Awards Level 2 Rodent Management certification to address the rat infestation in area. b) The arborist sourced in December did not subsequently meet Council requirements to work in public spaces. Clerks are therefore preparing ITT for Sell2Wales. c) Pembrokeshire Nature Partnership grant application submitted end 2025 to be followed up d) Quote received for car park lighting, approved by Bridge Meadow Trust, subject to obtaining further quotations (ongoing).
Christmas Lights	Clerk arranging for the new contractor report for December 2025 season to be brought to the Sub-Committee for review (February/March) to enable early planning for 2026 season
Notice Boards	The Clerk submitted several expressions of interest to the Pride of Place fund, including notice board provision across the town, by the 31 January 2026 deadline. Otherwise, the Clerk will revisit discussions with a local supplier and prioritise replacement of the notice board in the old Wilko car park in the first instance.
Website & Communications	Noted that Council meeting packs (MES, PPF and Full Council) and road closure notices are routinely published on the website. The Council's 2025 Biodiversity Report has also been published, with the link sent to One Voice Wales as required.
Other engagements	February events: a) Castle Ward Surgery - 25 February 2026 (6-8 pm) b) Connecting the Community – 19 February 2026 (2-5 pm)
2026 Event Dates	To be published. Events Committee to meet to take actions forward. Clerk has already booked car park closure for Beating of the Bounds and St John's Ambulance for BOTB and Remembrance

Recommendation 1	Approval of quotation (£325 +VAT) from existing CCTV supplier to install an external microphone to the existing system at the Sports Pavilion Car Park. Proposed: Cllr R Thomas-Turner. Seconded: Cllr C Black. All in favour.
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6. Items for next agenda

None raised.

7. Date of next meeting

Thursday 5 March 2026, 6.00pm, Old Wool Market.

The meeting closed at 6.40pm

New Applications/Consultations and Other Notifications Received Since date of last meeting on 8 January 2026

Ref No: 25/0851/PA	Single storey rear extension and associated alterations.
Link to Planning Portal	Please click here to view application documents.
Ward: CASTLE	115, Haven Road, Haverfordwest, Pembrokeshire, SA61 1DL Grid Reference: 193598.842-215415.853 Last Date for Determination: 12 February 2026

Ref No: 25/0777/PA	Change of use of ground floor of former bank (Class A2) to nail bar (sui generis) – <i>Full Application</i>
Link to Planning Portal	Please click here to view application documents.
Ward: CASTLE	10, Victoria Place, Haverfordwest, Pembrokeshire, SA61 2LR Grid Reference: 195484.465-215687.827 Last Date for Determination: 10 March 2026

Ref No: 25/0778/PA	Change of use of ground floor of former bank (Class A2) to nail bar (sui generis) – <i>Listed Building Application</i>
Link to Planning Portal	Please click here to view application documents.
Ward: CASTLE	10, Victoria Place, Haverfordwest, Pembrokeshire, SA61 2LR Grid Reference: 195484.465-215687.827 Last Date for Determination: 10 March 2026

Ref No: 25/0882/PA	Installation of modular 'Click and Collect' pod with associated livery and signage
Link to Planning Portal	Please click here to view application documents.
Ward: PORTFIELD	Tesco Stores Ltd, Haverfordwest, Pembrokeshire, SA61 1BU Grid Reference: 194700.479-215110.208 Last Date for Determination: 8 March 2026

Ref No: 25/0883/AD	Advertisement for modular 'Click and Collect' pod.
Link to Planning Portal	Please click here to view application documents.
Ward: PORTFIELD	Tesco Stores Ltd, Haverfordwest, Pembrokeshire, SA61 1BU Grid Reference: 194700.479-215110.208 Last Date for Determination: 8 March 2026

Ref No: 25/0840/LB	Refurbish rear of property including installation of ventilation slates – <i>Listed Building Application</i>
Link to Planning Portal	Please click here to view application documents.
Ward: PORTFIELD	13, Victoria Place, Haverfordwest, Pembrokeshire, SA61 2JX Grid Reference: 195489.595-215661.766 Last Date for Determination: 6 March 2026

Ref No: 25/874/OHL	NGED (<i>National Grid Electricity Distribution</i>) are required to reinforce the electricity network due to the increases in demand.
Link to Planning Portal	Please click here to view application documents.
Ward: PRENDERGAST & GARTH	Glanafon Manor, Fishguard Road, Haverfordwest, Pembrokeshire, SA62 4BP Grid Reference: 195198.188-217567.888 Last Date for Determination: 18 March 2026

Ref No: 25/0853/PA	Retrospective subdivision of B1 office into three units forming Chocolate manufacturing (B2), beauty salon (sui generis) launderette (sui generis) and regularisation of associated works for a pitch roof finish.
Link to Planning Portal	Please click here to view application documents.
Ward: PRIORY	Land off scotchwell cottage, Cartlett, Haverfordwest, SA61 2LH Grid Reference: 196103.674-215830.451 Last Date for Determination: 22 March 2026

Notification of Planning Decisions

Ref No: 25/0763/PA	Change of use from Guest House to create 4 Flats
Ward: PRIORY & CASTLE	Normandie House, 1, Merlins Hill, Haverfordwest, Pembrokeshire, SA61 1PE
Grid Reference:	195054.734-215174.856
Notification of Planning Decision	Conditionally Approved Date decided: 15 January 2026 Please click here to view the application documents

Ref No: 25/0771/DC	Discharge of condition 3 (biodiversity enhancement) of planning permission 25/0492/PA (Proposed refurbishment of Unit C1 including new shopfront and associated works).
Ward: PRENDERGAST	UNIT C1, Springfield Retail Park, Fishguard Road, Haverfordwest, Pembrokeshire, SA61 2AT
Grid Reference:	195817.607-217187.98
Notification of Planning Decision	Part Refused, Part Approved Date decided: 19 January 2026 Please click here to view the application documents

Ref No: 25/0505/PA	Demolition of part of the existing stone wall to widen the driveway
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Ward: PRORY & CASTLE	7, Grove Gardens, Shipmans Lane, Haverfordwest, Pembrokeshire, SA61 1NS
Grid Reference:	195036-215215
Notification of Planning Decision	Conditionally Approved Date decided: 26 January 2026 Please click here to view the application documents

Ref No: 25/0784/PA	Ancillary mobile pod for family member in rear garden of barn 1 (in retrospect)
Ward: PRORY & CASTLE	FLAT 1, The Barns Rear Of 23a, Dew Street, Haverfordwest, Pembrokeshire, SA61 1ST
Grid Reference:	195074-215402
Notification of Planning Decision	Conditionally Approved Date decided: 3 February 2026 Please click here to view the application documents

APPENDIX 3

Minutes of the hybrid meeting of the Personnel, Policy, and Finance (PPF) Committee held on Thursday 12 February 2026 at 6.00pm at the Old Wool Market

Present:	Cllr J Hackett Cllr D Thomas-Turner Cllr A Benson-Davies Cllr P Lewis Cllr R Thomas	PPF Committee Chair Sheriff (Mayor/Ex-Officio Member)
In attendance:	V Lewis Camacho E Gear Cllr B Simister Cllr R Thomas-Turner Member of the Public	Town Clerk Deputy Town Clerk Deputy Mayor

The Chair welcomed everyone to the meeting.

1. **Apologies for absence** – Cllrs H Lewis and S Williams. Absent - Cllr A Brooker.

2. **Declarations of interest from Members**

<i>Agenda Item</i>	<i>Member</i>	<i>Interest</i>	<i>Nature of interest</i>
None			

3. **Matters arising from the minutes of the last meeting**

The minutes of the meeting held on 15 January 2026, together with the recommendations to Full Council were approved at the Full Council meeting held on 22 January.

4. **Financial Matters**

4.1 **Review of Bank Reconciliation, Income and Expenditure and Budget Comparison (Accounts)**

The Committee reviewed the Accounts to 31 January 2026 and had the opportunity to ask questions. The Accounts will be presented to Full Council on 19 February 2026 for approval.

Cllr P Lewis asked questions about the precept. He was asked to submit these to the Clerk so that they could be properly addressed.

Recommendation	To accept the Accounts to 31 January 2026. Proposed: Cllr D Thomas-Turner. Seconded: Cllr A Benson-Davies. All in favour except Cllr P Lewis who abstained.
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4.2 **Applications for financial assistance**

i) **Tier 2 – Haverfordwest Yarn Bombers**

A grant application for ~£1,500 was received in respect of the next Yarn Bomb in October 2026.

Recommendation	That a grant of £1,500 be awarded to Haverfordwest Yarn Bombers. Proposed: Cllr P Lewis. Seconded: Cllr A Benson-Davies. All voted in favour.
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5. **Policy Matters**

5.1 **Employment Law, HR & Health & Safety Adviser Engagement 2026-27 – Onboarding**

The Committee noted the Clerk's update on progress with WorkNest, including two onboarding calls with staff: one with the client representative to introduce the intranet platform and e-learning

provision, and a second with the Health & Safety representative to gather information ahead of general and fire risk assessments of Council properties, scheduled for early March. Regular updates will be provided to the Committee.

6. Personnel

6.1 Review of Council Training Plan

The Committee noted the updated Training Plan reflecting training undertaken by staff and Councillors since the last review in May 2025. Councillors continue to receive details of One Voice Wales training modules identified as the minimum expected attendance, as approved by Council in May 2025. It was noted that current attendance is below this expectation, and consideration will be given to including a formal requirement within Standing Orders at the next review.

In response to a query, the Clerk confirmed that no response has yet been received from Audit Wales in relation to the 2024–25 Full Audit. Paul Egan, Deputy Chief Executive of One Voice Wales, has requested that the Clerk forward details to enable him to follow this up with Audit Wales, which has now been done.

7. Items for next agenda

8. Date of next meeting

Thursday 12 March 2026, 6.00pm, Old Wool Market.

The meeting closed at 6.55 pm
