

MINUTES OF A MEETING OF FULL COUNCIL
held on Thursday 16 July 2026 at 6.00pm in the Old Wool Market and via video conference

Present	Cllr R Thomas-Turner Cllr A Benson-Davies Cllr D Thomas-Turner Cllr L Hinksman Cllr T Moses Cllr S Pearce Cllr B Simister	Chair/Mayor Vice Chairman / Deputy Mayor Sheriff
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In attendance	V Lewis Camacho E Gear D Lawrence	Town Clerk/RFO Deputy Town Clerk HTC
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County Councillor T Evans

The Chair welcomed everyone to the meeting.

2944 Apologies for absence – Cllr(s) C Black and J Odlin. Absent – Cllrs K Blake, K Manikonda, R Thomas and S Williams

2945 Declarations of Interest from Members

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

2946 Questions from Members of the Public. None.

2947 Minutes of Previous Meetings

Resolved:	The minutes of the following meetings were approved as a true record: 16 April 2026. Proposed: Cllr A Benson-Davies. Seconded: Cllr T Moses. All voted in favour. 14 May 2026 (Annual Meeting). Proposed: Cllr A Benson-Davies. Seconded: Cllr B Simister. All voted in favour. 14 May 2026. Proposed: Cllr. A Benson-Davies Seconded: Cllr B Simister. All voted in favour. 18 June 2026. Proposed: Cllr. B Simister Seconded: A Benson-Davies. All voted in favour.
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The Clerk advised that approval of the minutes of the Full Council meeting held on 25 June 2026 and the Extraordinary Meeting held on 2 July 2026 would be deferred until the next meeting.

2948 Committees Matters

Minutes & Recommendations

a) Resolved:	That the minutes of the MES Committee meetings held on 4 June 2026 and 2 July 2026 be confirmed (Appendix 1). The Council noted that the recommendations arising from the meeting of 4 June 2026 had already been adopted by Full
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Council on 18 June 2026 and approved the recommendations arising from the meeting of 2 July 2026. Proposed Cllr T Moses. Seconded: Cllr L Hinksman. All voted in favour.

b) Resolved:

To confirm the minutes and adopt the recommendations of the PPF Committee meeting held on 9 July 2026 (Appendix 2). Proposed: Cllr D Thomas-Turner. Seconded: Cllr B Simister. All voted in favour.

2949 Finance Matters

1) The Council received the Income and Expenditure and Budget Comparison reports to 30 June 2026.

2) The schedule of payments for July totalled £56,139.00 including VAT.

Resolved:

That the Accounts to 30 June 2026 and schedule of payments for July totalling £56,139.00 including VAT be approved. Proposed: Cllr A Benson-Davies. Seconded: Cllr B Simister. All voted in favour.

3) Allocation of Budget of Civic Week

Council noted that £2,000 had previously been allocated towards Civic Week (via UKSPF funding). To provide flexibility as further community organisations confirmed participation, it was recommended that an additional £1,000 be allocated from the Town Improvements budget, to be administered by the Town Clerk/RFO and reported back to Council following the summer recess.

Council noted the current Civic Week programme of events poster.

Cllr T Moses suggested incorporating opportunities for structured public engagement during Civic Week to support the Council's Place Planning preparatory work and agreed to prepare a few engagement questions.

Resolved:

That an additional budget of £1,000 be made available from the Town Events budget for Civic Week activities to be administered by the Clerk/RFO and the Civic Week Programme of Events be approved. Proposed: Cllr D Thomas-Turner. Seconded: Cllr B Simister. All voted in favour.

2950 Outside Bodies – Appointments and Updates from Council Representatives

Bridge Meadow Trust	Contact received from Pembrokeshire Log Company (Clerk)
Western Cleddau Working Group	Contact with Pembrokeshire Log Company made by the project lead to discuss opportunities given land proximity to the River Cleddau (Clerk)
Youth Related Projects	The Edge Youth club had generated list of ideas to improve their space. Potential grant funding application (Cllr T Moses)
Flagship Heritage Attraction (FHA)	No substantive update
Business Circle	Meeting held 7 July – A Google questionnaire had been circulated to businesses seeking views on priorities, including parking. Members were also advised that Haverfordwest Castle is expected to

	reopen in 2028. Information was shared on business rates proposal (Cllr R Thomas-Turner).
Haverfordwest Swimming Pool Trust	Meeting held in June. Grants were awarded.
One Voice Wales Pembs Area Committee (including AGM)	Meeting on 13 July. Presentation on social impact survey commissioned by Cost-of-Living team showed that £25.97m social value is created by town and community councils in Wales. Election of Chair (County Cllr C George), Vice-Chair (Cllr R Thomas-Turner), and representation on other bodies including Pembs Public Services Board (Cllr T Moses)
Working Better Together Forum (PCC)	Not met since Senedd Elections. Request for feedback on meeting dates received and responded to (Clerk)
Portfield Recreation Committee	Met 22 June. Walker Lower Racecourse. Committee given permission for Civic Week Picnic in the Park Event (Cllr B Simister/Clerk)
School Governors – Waldo Williams & Prendergast	The Council noted a vacancy for a governor at Waldo Williams School. An approach had also been received regarding representation at Prendergast CP School. Cllr S Pearce expressed an interest in being nominated. Resolved: That Cllr S Pearce be nominated for appointment as a governor of Prendergast CP School, subject to the school's appointment process. Proposed: Cllr D Thomas-Turner. Seconded: Cllr B Simister. All voted in favour.

2951 Mayor's Correspondence and Updates

1) The Mayor shared his Mayor's Report for the period June to July setting out his engagements.

2) Pembrokeshire Mayoral Summit

The Council received a report outlining proposals to establish an informal Pembrokeshire Mayoral Summit for civic networking, collaboration and the sharing of good practice. Members noted that the proposed forum would focus on civic leadership and continuity through the involvement of Deputy Mayors and would complement, rather than duplicate, existing local government forums.

Resolved:

- 1) That the principle of establishing an informal Pembrokeshire Mayoral Summit be endorsed.
 - 2) That the Mayor, in consultation with the Town Clerk, be authorised to invite the Mayors and Deputy Mayors of the Pembrokeshire town councils to participate in an inaugural summit.
 - 3) That it be noted that the summit will have no decision-making powers and will not affect the autonomy or statutory responsibilities of participating councils.
- Proposed: Cllr A Benson-Davies. Seconded: Cllr S Pearce. All voted in favour.**

Cllrs R Thomas-Turner and D Thomas-Turner left the meeting at 7.04pm to attend a civic engagement. Their departure resulted in the meeting no longer being quorate. Consequently, no further business could be transacted, and the remaining items of business were deferred to a future meeting. There being no further business that could lawfully be transacted, the meeting closed at 7.05 pm.

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 4 June 2026 at 6pm at the Old Wool Market

Present	Cllr B Simister	Committee Chair
	Cllr R Thomas-Turner	Mayor (Ex-Officio Member)
	Cllr C Black	
	Cllr T Moses (joined 6.09pm)	
	Cllr J Odlin	
	Cllr S Pearce	
In attendance	V Lewis Camacho	Town Clerk
	E Gear	Deputy Town Clerk
	D Lawrence	Facilities Manager
	L Hinksman	
	Cllr D Thomas-Turner	Sheriff

Cllr B Simister took the chair and welcomed all to the meeting.

1. Cllr(s) Bob Simister and C Black were confirmed as Committee Chair and Vice Chair, respectively.
2. Absent Cllr(s) K Blake, and K Manikonda

3. Declarations of interest from Members

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

4. Matters arising from the minutes of the last meeting

The recommendations of the Committee meeting held on 2 April 2026 were approved at the Full Council meeting held on 16 April 2026. It was noted that May Planning Applications were considered by Full Council at its meeting held on 14 May 2026, the details of which will be recorded in the minutes of that meeting. There were no other matters arising.

5. Review of Planning Applications

The Committee reviewed planning applications and decision and withdrawal notifications received since 14 May 2026.

Resolved:

To approve, without objection, all planning applications and to note the planning decisions and Withdrawal Notifications listed in the Appendix. The Clerk to notify the Local Planning Authority. Proposed: Cllr T Moses. Seconded: Cllr J Odlin. All in favour.

6. Actions, updates and recommendations from Clerk's report

Cemeteries – Upper Prendergast – relocation of memorial bench not yet completed. Waste soil was being deposited behind resident's garage which backs on to the cemetery. Both matters being followed up by the Clerk. **Lower Prendergast** – homeless tents on location had given cause for them to be asked to move on. Need to revisit biodiversity plan in this space as comments on it looking untidy have also been received from residents. **St Martins** – again homeless tent in situ but being monitored.

Priory Saltings – following the report of theft/damage, a decision had been taken not to replace the mid-rail which had been remove; instead, the residual holes would be blocked with a bolt/gromit to avoid little fingers getting caught in them. The post, which had also been removed but discarded, had been reinstated to his position. Noted that the gate which the Clerk has informed members had been removed was not the gate leading to the Saltings but the one from the car park to Alderwicks.

Sports Pavilion – looking at installing Wi-Fi to support CCTV system. Groundsmen looking at options to replace locking system to garage as existing one flimsy. Possibly replace with a plastic door. Recommendation to be brought to Council in due course.

Picton Centre – several new and potential bookings have come in. A parent advocacy café meets monthly, and the U3A Wind Ensemble meet weekly. Generally, there is a steady flow of interest in hiring the venue which is encouraging. The tenders on Sell2Wales still to be complete immediate works and a follow up visit by the Task & Finish Group to help prioritise other works to be arranged. Meanwhile, to have fit for hire, a damp area near the kitchen/staff toilet had been re-painted with part tile removed where these had come loose. The sanitary bin contract had been renewed, and the toilet seats and soap and hand towel dispensers have been replaced. Older electrical items including kettle, microwave and toaster and first aid equipment had also been replaced in the kitchen and recycling bins installed to meet legal requirements for business waste.

Quotation(s) for Partition – a visit by a contractor who has serviced the partitioning in the past has given rise to two quotes for works to be completed and future servicing on a regular, six-monthly basis. The first quote is to realign the track, rectify loose aluminium trim at the top of one door £195 +VAT. The second quote, for six monthly inspections, £170 +VAT per visit.

See Recommendation 1.

Asbestos surveys – Old Wool Market and Sports Pavilion – had been undertaken at a cost of £384 (£192 per site). Approval to pay sought.

See Recommendation 2.

EICR testing at Old Wool Market (including rectifying failures and in the flat) and Sports Pavilion had been completed. Also, at Old Wool Market – an assessment by Fire & Security Alarms had identified that the fire extinguishers were past their end of service date, although the pressure was OK. A quote had been provided to replace these for £570 +VAT. Agreed additional quotes to be obtained to replace these extinguishers and brought back to Council.

See Recommendation 3.

Flower troughs – to be located on railings behind Old Wool market – require metal brackets to fix to railings. A quote received from the regular steel worked to supply and fit four lengths of steel to form the type of bracket used elsewhere for £583.98 +VAT. Approval sought.

See Recommendation 4.

Skate Park – Dyfed Powys Police to fit CCTV, require Way Leave Agreement with Town Council and Pembrokeshire County Council. Will include agreement for Town Council to house a repeater station on the corner of the Picton Centre. Request for delegation to Clerk to review and finalise agreement for signature.

See Recommendation 5.

Events – Sub-Committee on 28 May – reviewed support for **River Festival** including car park closure (extending same to be in place for Beating of the Bounds) and having Town Council stand and volunteers on the day. **Beating of the Bounds** – sourcing an alternative boat while Lady Helen is decommissioned for repairs, which is reducing passenger capacity. Civic Service – also in June – to be held in St Mary's Church.

Recommendation 1	To approve quote for Picton Centre partition works to realign the track, rectify loose aluminium trim at the top of one door £195 +VAT and to complete six monthly inspections, £170 +VAT per visit. Proposed: Cllr C Black. Seconded: Cllr B Simister. All in favour.
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Recommendation 2	To approve payment for Asbestos Surveys for Old Wool Market and Sports Pavilion of £384. Proposed: Cllr B Simister. Seconded: Cllr C Black. All in favour.
Recommendation 3	To approve supply and fit of steel lengths to form railing brackets for four flower troughs £583.98. Proposed: Cllr T Moses. Seconded: Cllr S Pearce. All in favour.
Recommendation 4	To obtain additional quotes to replace fire extinguisher at Old Wool Market. Proposed: Cllr B Simister. Seconded: Cllr C Black. All in favour.
Recommendation 5	To delegate review and finalising of Way Leave Agreement with Dyfed Powys Police and Pembrokeshire County Council in relation to the installation of CCTV by DPP. Proposed: Cllr C Black. Seconded: Cllr B Simister. All in favour.

7. Items for next agenda

None raised.

8. Date of next meeting

Thursday 2 July 2026, 6.00pm, Old Wool Market.

The meeting closed at 7.45pm

New Applications/Consultations and Other Notifications Received Since date of last meeting on 14 May 2026

Ref No: 26/0066/PA	Two storey extension
Link to Planning Portal	Please click here to view application documents
Ward: GARTH	8, Falcon Road, Haverfordwest, Pembrokeshire, SA61 2UE Grid Reference: 194455.228-215789.711 Last Date for Determination: 28 June 2026

Ref No: 25/1108/PA	Partial reconfiguration of building for the provision of residential flats
Link to Planning Portal	Please click here to view application documents
Ward: CASTLE	Pink Cat Shop, 24, High Street, Haverfordwest, Pembrokeshire, SA61 2DA <i>Note: LB equivalent was considered (and there were no objections raised) at the FC meeting on 14 May 2026.</i> Grid Reference: Not provided Last Date for Determination: 7 July 2026

Ref No: 26/0058/PA	New solar panels to the rear of the property. Changing of the windows and doors.
Link to Planning Portal	Please click here to view application documents
Ward: CASTLE	32, Barn Street, Haverfordwest, Pembrokeshire, SA61 1TG Grid Reference: Not provided Last Date for Determination: 29 June 2026

Ref No(s): 1. 26/0092/PA; and 2. 26/0093/LB	Change of use of former and redundant bank unit (class a2) to professional nail bar service (sui generis) on ground floor & alterations to shopfront.
Link(s) to Planning Portal	1. Please click here to view application documents 2. Please click here to view application documents.
Ward: CASTLE	10, Victoria Place, Haverfordwest, Pembrokeshire, SA61 2LR Grid Reference: 195484.405-215687.965 Last Date for Determination(s): 5 July 2026

Ref No: 26/0021/PA	Change of use from shop to a beauty/aesthetics clinic
Link to Planning Portal	Please click here to view application documents.
Ward: PRIORY	60A, Cartlett, Haverfordwest, Pembrokeshire, SA61 2LH Grid Reference: 195954.491-215730.195 Last Date for Determination: 5 July 2026

Ref No: 26/0067/PA	Construction and operation of a micro battery storage project
Link to Planning Portal	Please click here to view application documents
Ward: PRENDERGAST	On verge at corner where Withybush Rd meets fishguard Rd, Haverfordwest, SA62 4BL Grid Reference: 195960.134-217215.211 Last Date for Determination: 11 July 2026

Ref No: 26/0082/PA	Installation of replacement telecommunications apparatus and ancillary equipment.
Link to Planning Portal	Please click here to view application documents.
Ward: CASTLE	Haverfordwest Ate - Trs, Perrotts Avenue, Haverfordwest, Dyfed, SA61 2DY Grid Reference: 195169.461-215688.709 Last Date for Determination: 30 June 2026

Ref No: 26/0097/AD	Advertisement
Link to Planning Portal	Please click here to view application documents
Ward: GARTH	2, Perrots Road, Haverfordwest, Pembrokeshire, SA61 2HD Grid Reference: 195262-215912 Last Date for Determination: 9 July 2026

Notification of Planning Decisions

Ref No: 25/1017/PA	Conversion of garage to create self-contained annex
Ward: PRENDERGAST	Penrhiwllan, Churchway, PRENDERGAST, Haverfordwest, Pembrokeshire, SA61 2BJ
Grid Reference:	195703.968-216396.907
Notification of Planning Decision	Conditionally Approved Date decided: 19 May 2026 Please click here to view the application documents

Ref No: 25/1097/PA	Erection of dwelling (access considered)
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Ward: CASTLE	Land Rear of Wyncote, Dale Road, Haverfordwest, Pembrokeshire, SA61 1HZ
Grid Reference:	193970.49-215338.564
Notification of Planning Decision	Refused Date decided: 19 May 2026 Please click here to view the application documents

Ref No: 25/0512/PA	Variation of Condition 2 (approved plans) of planning permission 16/0376/PA (Demolition of the existing Lidl retail foodstore and adjacent car sales/repair garage and their replacement with new Lidl retail foodstore (Use Class A1), together with associated vehicular and pedestrian accesses, car parking and servicing (resubmission)
Ward: CASTLE	Lidl, Perrots Road, Haverfordwest, Pembrokeshire, SA61 2HD
Grid Reference:	195144.108-215888.86
Notification of Planning Decision	Refused Date decided: 3 June 2026 Please click here to view the application documents

Ref No: 25/0829/PA	Material change of use of part of the building from a former court room to a theatre (SuiGeneris Use Class)
Ward: CASTLE	Shire Hall, High Street, Haverfordwest, Pembrokeshire, SA61 2BN
Grid Reference:	195416.927-215600.475
Notification of Planning Decision	Conditionally Approved Date decided: 3 June 2026 Please click here to view the application documents

Withdrawal Notifications

Ref No: 25/0818/PA	Change of use from a1 (redundant photography studio) unit to sui generis professional cosmetic service
Ward: CASTLE	42, High Street, Haverfordwest, Pembrokeshire, SA61 2DA
Date: 21/05/26	

**Minutes of the hybrid meeting of the Management, Estates and Strategy (MES) Committee
held on Thursday 2 July 2026 at 6pm at the Old Wool Market**

Present	Cllr B Simister	Committee Chair
	Cllr R Thomas-Turner	Mayor (Ex-Officio Member)
	Cllr L Hinksman	
	Cllr Manikonda	
	Cllr T Moses	
	Cllr S Pearce	

In attendance	V Lewis Camacho	Town Clerk
	E Gear	Deputy Town Clerk
	D Lawrence	Facilities Manager
	Cllr D Thomas-Turner	Sheriff

Cllr B Simister took the chair and welcomed all to the meeting.

1. Apologies for absence: Cllr C Black. Absent Cllr K Blake.

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 recommendations of the Committee meeting held on 4 June 2026 were approved at the Full Council meeting held on 18 June 2026. There were no other matters arising.

4. Review of Planning Applications

The Committee reviewed planning applications and decision and withdrawal notifications received since 2 June 2026.

Resolved:

To approve, without objection, all planning applications and to note the planning decisions listed in the Appendix. The Clerk to notify the Local Planning Authority. Proposed: Cllr T Moses. Seconded: Cllr L Hinksman. All in favour.

5. Actions, updates, and recommendations from Clerk's report

Cemeteries – Upper Prendergast – it had been necessary to decide to move on the homeless tents at St Martins Cemetery as there was a now an environment health risk due to not respecting the area. Recommended that “No Camping” signs are erected at this cemetery and Lower Prendergast given a similar recent experience there which caused public complaints.
See Recommendation 1.

Community Garden – Cllr S Pearce noted that the Committee and volunteers were pleased to have received the grant from the Town Council to help with the replacement lining to the pond.

Priory Saltings – Clerk noted the need to take a walk around the area and to agree a plan to cut the meadow back in August. Cllr T Moses noted the pathways looked good but there is a lot of brambles, which is to be expected.

Sports Pavilion – Prendergast Villas had booked for the upcoming season.

Picton Centre – Clerk to arrange a walk around with members of Council (Task & Finish Group as minimum) at the next opportunity to agree other works so that this could be prioritised. Deputy Clerk noted that a pre-application to Local Planning Department had confirmed that the Picton Centre is not in a conservation area, which would have impacted replacing the doors and windows. The

tender for Windows and Doors would also now be prioritised to get this work completed. The potential for solar panels is also being explored ideally when the roofing check takes place.

Bridge Meadow maintenance – Clerk provided an update on the new mower order approved by the Trustee. Contact with the hire purchase finance company was in progress. Ponies reported to have escaped from a nearby field had been seen on the lower training pitches and the Clerk is liaising with Dyfed Powys Police and PCC to ascertain what action can be taken to remove them due to concerns for the animals and public should the ponies leave the Bridge Meadow and get on to the main road.

Town Improvements – the Clerk proposed a meeting with the Christmas Lights Installation Contractor before the end of July and would confirm a date and time with members of Council. Meeting to review December 2025 performance and plan for December 2026 season including considering replacement lights and hired lights. **See Recommendation 2.**

Clerk also noted the town council flower towers and railing troughs were now out around the town. Also, that correspondence has been sent out to the county councillors for the five wards to ask their thoughts on availability, need and location of notice boards for this information to be collated and a firm plan put together and brought to members of the town council in September, along with Salt bins.

Civic and other events – Clerk provided an update from call with Pure West Radio attended by members of the Sub-Committee at which an update was provided on the Carnival, which follows Civic Week (10 to 15 August), the Park House Series of Events which PWR is putting on which includes the Family Inflatable Fun Day on Sunday 19 July. The Sub-Committee also had a de-brief on Beating of the Bounds held on 14 June, which has been a successful and well attended event again this year.

Other business – the Clerk noted that the Council’s blue gazebos were getting shabby and a decision would need to be taken in due course whether to dispose of these and replace them or cease to loan these out given the limited resources available to manage this properly as an income stream for the council versus the limited community benefit. Clerk proposed to bring back a proposal to the Committee in due course. No action decision at this time.

Recommendation 1	To support the decision taken by the Clerk in consultation with Dyfed Powys Police to move the homeless tents on and to approve the erection of No Camping signs at St Martins and Lower Prendergast cemeteries. Proposed: Cllr B Simister. Seconded: Cllr S Pearce. All in favour.
Recommendation 2	Clerk to arrange meeting with Amico Electrical with Council before the end of July to review Christmas Lights past and present season plans and light stocks. Proposed: Cllr T Moses. Seconded: Cllr B Simister. All in favour.

6. Items for next agenda

None raised.

7. Date of next meeting

Thursday 3 September 2026, 6.00pm, Old Wool Market.

The meeting closed at 6.56pm

New Applications/Consultations and Other Notifications Received Since date of last meeting on 2 June 2026

Ref No: 26/0066/PA	Two storey extension (Amended Plan)
Link to Planning Portal	Please click here to view application documents.
Ward: GARTH	8, Falcon Road, Haverfordwest, Pembrokeshire, SA61 2UE Grid Reference: 194455.228-215789.711 Last Date for Determination: 14 July 2026

Ref No: 26/0181/PA	Retrospective subdivision of B1 office into three units forming Chocolate manufacturing (B2), mixed use hairdressers/ nail salon, launderette (sui generis) and regularization of associated works for a pitch roof finish. (Resubmission of planning reference 25/0853/PA)
Link to Planning Portal	Please click here to view application documents.
Ward: PRIORY	Land off scotchwell cottage, Cartlett, Haverfordwest, SA61 2LH Grid Reference: 196102.355-215828.486 Last Date for Determination: 16 August 2026

Notification of Planning Decisions

Ref No: 25/1122/PA	Proposed garage extension (Flat roof structure)
Ward: PORTFIELD	Garden View, Cuckoo Lane, Haverfordwest, Pembrokeshire, SA61 2UY
Grid Reference:	193279.682-215485.193
Notification of Planning Decision	Conditionally Approved Date decided: 3 June 2026 Please click here to view the application documents

Ref No: 25/0772/PA	Side Extension
Ward: PRENDERGAST	29, Heritage Park, Haverfordwest, Pembrokeshire, SA61 2QF
Grid Reference:	196013.422-217015.279
Notification of Planning Decision	Conditionally Approved Date decided: 2 June 2026 Please click here to view the application documents

Ref No: 26/0056/PA	Installation of solar PV panels to the principle elevation (within a conservation area).
Ward: CASTLE	Ty Clwyd, 13, Castle Street, Haverfordwest, Pembrokeshire, SA61 2EE
Grid Reference:	195251.614-215724.482
Notification of Planning Decision	Conditionally Approved Date decided: 9 June 2026 Please click here to view the application documents

Ref No: 25/1078/LB	Installation of defibrillator and bleed kit cabinets to external wall of Nationwide Building Society branch
Ward: CASTLE	6, Victoria Place, Haverfordwest, Pembrokeshire, SA61 2LQ
Grid Reference:	195472.096-215677.568
Notification of Planning Decision	Conditionally Approved Date decided: 5 June 2026 Please click here to view the application documents

Ref No: 26/0058/PA	New solar panels to the rear of the property. Changing of the windows and doors.
Ward: CASTLE	32, Barn Street, Haverfordwest, Pembrokeshire, SA61 1TG
Grid Reference:	-
Notification of Planning Decision	Conditionally Approved Date decided: 15 June 2026 Please click here to view the application documents

Ref No: 25/0840/LB	Refurbish rear of property including installation of ventilation slates.
Ward: CASTLE	13, Victoria Place, Haverfordwest, Pembrokeshire, SA61 2JX
Grid Reference:	195489.595-215661.766
Notification of Planning Decision	Conditionally Approved Date decided: 12 June 2026 Please click here to view the application documents

Ref No: 25/1104/PA	Temporary permission to retain the siting of two self catering units.
Ward: PRIORY	Land off scotchwell cottage, Cartlett, Haverfordwest, SA61 2LH
Grid Reference:	196096.206-215823.095
Notification of Planning Decision	Refused Date decided: 20 May 2026 Please click here to view the application documents

Ref No: 25/0042/PA	Change of use and alterations to existing dwelling to house in multiple occupation.
Ward: PRIORY	Cleddau View, Merlins Terrace, Haverfordwest, Pembrokeshire, SA61 1PH
Grid Reference:	-
Notification of Planning Decision	Conditionally Approved Date decided: 18 June 2026 Please click here to view the application documents

APPENDIX 2

Minutes of the hybrid meeting of the Personnel, Policy, and Finance (PPF) Committee held on Thursday 9 July 2026 at 6.00pm at the Old Wool Market

Present: Cllr J Odlin PPF Committee Chairman
Cllr A Benson-Davies Deputy Mayor Elect
Cllr D Thomas-Turner Sheriff

In attendance: V Lewis Camacho Town Clerk
E Gear Deputy Town Clerk
Cllr R Thomas-Turner Mayor Elect

1. Cllr J Odlin took the Chair and welcomed everyone to the meeting.

2. **Apologies for absence** – Cllr(s) R Thomas and S Williams

3. **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**

It was noted that the recommendations in the minutes of the meeting held on 11 June 2026 were approved at the Full Council meeting held on 18 and 25 June 2026. Other than the following updates there were no matters arising.

Recommendation 2 – Internal Controls and Risk Assessment – the Full Council had approved its assessment on 25 June 2026 leaving the new checklist for PPF Committee members to complete to identify any gaps in either members' knowledge or controls.

Recommendation 6 – the 2025-26 Basic Audit submitted on 7 July allowed for the 2024-25 Annual Report, published during the 2025-26 financial year to be filed and so the Clerk chose to provide this report as previously approved by Council to enable more time to work on the 2025-26 Annual Report within the current financial year.

4. **Financial Matters**

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

The Committee reviewed the Accounts to 30 June 2026 and had the opportunity to ask questions. The Accounts will also be presented to Full Council on 16 July 2026 for approval. **See Recommendation 1.**

5.2 **Picton Centre – quotations / costings**

5.2.1 Lighting

The Committee considered the quotations from the electrical contractor who had undertaken the EICR testing to replace existing emergency lighting (and to install additional emergency lighting in the kitchen) and the replacement of the fluorescent lighting with LED lighting. **See Recommendation 2.**

5.2.1 Replacement Commercial Dishwasher

The Committee considered costings to replace the current dishwasher which was out of service/broken. The existing machine was an under the counter model and a like for like equivalent machine and additional trays had been costed at approx. £1,500 incl VAT. However, Cllr D Thomas-Turner noted that from experience the dishwasher should be raised from the floor to ensure that all users can easily use the equipment. It was therefore agreed to revisit and come

back with an alternative solution to accommodate a raised dishwasher noting that this would require modification to the existing kitchen worktop and/or plumbing. **See Recommendation 3.**

5.3 Funding request – National Eisteddfod Y Garreg Las

The Clerk presented a paper following a request from Ysgol Caer Elen (YCE) for financial assistance for pupils to participate in the Eisteddfod on various days. It was noted that YCE had played an active part in the fundraising effort to help the Haverfordwest Appeals Committee by holding a concert and a disco to contribute to the town's target. The application demonstrated alignment with the Council's grant funding policy by promoting the Welsh language and culture; encouraging participation in the arts; by supporting educational and cultural opportunities for young people; and by enabling pupils from Haverfordwest to represent both their school and the wider community at a nationally significant cultural event. It was agreed to recommend to Full Council that a grant of £1,065 be awarded to YCE towards the school's participation costs associated with its pupils performing at the 2026 National Eisteddfod, while noting that this recommendation also reflected the exceptional opportunity presented by the Eisteddfod being hosted in Pembrokeshire in 2026 and should not be regarded as establishing a precedent for future applications. **See Recommendation 4.**

6. Policy

6.1 Mower Acquisition, Funding and Shared Use Agreement

The Committee noted that the Trustee of the Bridge Meadow Trust (BMT) had approved the acquisition of a Kubota G261 high Dump Mower to assist in the efficient management and maintenance of land, facilities, and assets under its control. It was anticipated that approximately two thirds of the use of the asset will relate to maintenance of Trust land and approximately one third will relate to Council activities. The Clerk had determined that acquisition of the asset is expedient for the discharge of the Town Council's functions and responsibilities and should enter, administer, and remain responsible for the hire purchase agreement in its own name. Consequently, it was recommended that the Town Council and BMT record their respective financial contributions, rights, and responsibilities in relation to the asset in the form of the enclosed agreement which the Committee approved. **See Recommendation 5.**

7 Personnel

7.1 The Clerk noted her aim was to be in a position for the Staffing Sub-Committee to meet by the end of July to review any amendments to employment contracts and for her and other staff appraisals to be held during August/September. To achieve the former this would require additional work on the Clerk's part with WorkNest. **See Recommendation 6.**

Recommendation 1	To accept the Accounts to 30 June 2026. Proposed: Cllr A Benson-Davies. Seconded: Cllr D Thomas-Turner. All voted in favour.
Recommendation 2	To approve the quotations for replacement of existing emergency lighting and new emergency lighting and replacement of fluorescent lighting with LED lighting at the Picton Centre at a total cost of £2,275 (incl labour and parts). Proposed: Cllr D Thomas-Turner. Seconded: Cllr A Benson-Davies. All voted in favour
Recommendation 3	For the Clerk to revisit costings for the replacement commercial dishwasher to allow for a raised machine to ensure easier access for all users and any modifications required to the existing kitchen worktop and plumbing. Proposed: Cllr A Benson-Davies. Seconded: Cllr D Thomas-Turner. All voted in favour.
Recommendation 4	To approve an award of a £1,065 to Ysgol Caer Elen to support the school's participation costs associated with pupils performing at the 2026 National Eisteddfod Y Garreg Las.

Recommendation 5	Proposed: Cllr J Odlin. Seconded: D Thomas-Turner. All in favour.
Recommendation 6	To approve the Mower Acquisition, Funding and Shared Use Agreement between the Council and Bridge Meadow Trust to acquire via hire purchase a Kubota G261 High Dump Mower to record the respective financial contributions, rights, and responsibilities in relation to the asset. Proposed: Cllr A Benson-Davies. Seconded: Cllr J Odlin. All voted in favour.
	For the Staffing Sub-Committee to meet before the end of July to review any amendments to employment contracts and to note that the Clerk and other staff appraisals will take place during August/September. Proposed: Cllr J Odlin. Seconded: Cllr D Thomas-Turner. All voted in favour.

8. **Items for next agenda** – none noted.

9. **Date of next meeting**

Thursday 10 September 2026, 6.00pm, Old Wool Market.

The meeting closed at 7.28pm