



12 September 2026

Dear Member

You are summoned to attend a **Council Meeting** to be held at the Old Wool Market and remotely on **Thursday 17 September 2026 at 6pm** for the transaction of the business set out in the agenda. Any Member or member of the public may request an invitation to attend the meeting remotely. To raise queries, Councillors must give 48 hours' notice before the meeting, in writing, of any questions on finance or the accuracy of the minutes

Yours faithfully

Vanessa Lewis Camacho
Town Clerk and Financial Officer

Agenda

1. Apologies for absence
2. Declarations of interest
To receive any declarations as they arise. Members are requested to identify the nature of the interest and indicate whether it is personal or prejudicial
3. Questions from members of the public (48-hours written notice required)
4. **Minutes of previous meetings**
To confirm as a correct record and authorise the Mayor to sign the minutes of the Full Council meeting held on 16 July 2026
5. **Committee Matters** (Updates will be provided at the next meeting of each committee)
 - 5.1 To confirm the minutes and adopt the recommendations of the Management, Estates and Strategy Committee meeting held on 3 September 2026
 - 5.2 To confirm the minutes and adopt the recommendations of the Personnel, Policy and Finance Committee meeting held on 10 September 2026
 - 5.2.1 Approval of Service Level Agreement with Riverside Shopping (Quarterly Markets) and Authority to the Clerk to make application for a Town Council Street Trading Consent (1 year) to expand market opportunity
6. **Finance matters:**
 - 6.1 Approval of Income & Expenditure, including budget comparison, to 31 August 2026
 - 6.2 Ratify expenditure paid in August and Approve expenditure for payment in September 2026
 - 6.3 Approval of Town Council – Festival of Remembrance Event – 6th November HHVC
 - 6.4 Consider Grant Application(s)
 - i) Haverfordwest Festival of Remembrance – St Mary's Church WWs 1&2 Exhibit, incl proposed Roll of Honour & support for Choir Accompanist (Tier 2)
 - 6.5 ii) Merlins Bridge Amateur Boxing Club – Annual Competition (Tier 2)

7. **Outside Bodies**

7.1 To consider appointments to, and receive updates from, Council representatives on outside bodies including Community CP School Governors (Fenton, St Marks, Prendergast and Waldo Williams)

8. **Mayor's correspondence and updates**

8.1 Report on civic engagements; and

8.2 Updates on Mayoral Initiatives – Reading is FUNdamental Autumn 2026 and inaugural meeting of Mayoral Forum (formerly Summit) to be held on 1 October 2026.

9. **Town Voice – Matters Affecting Haverfordwest**

9.1 Haverfordwest Business Rates Pilot – verbal update (Cllr R Thomas-Turner)

9.2 Haverfordwest Skatepark – CCTV installation by Dyfed-Powys and electricity account (Clerk)

9.3 Connect the Community – 2026-27 Dates & Sponsorship Budget (Cllrs R & D Thomas-Turner)

9.4 Civic Representation at the Opening of Major Infrastructure Projects within Haverfordwest – Approval of Letter to CEO/Leader of Pembrokeshire County Council (Clerk)

9.5 Anti-social behaviour affecting Town Council assets (Clerk)

10. **Clerk's Report**

Items deferred from 16 July Full Council Meeting (due to meeting becoming inquorate):

10.1 Approval of leave of absence for Cllr C Black under Section 85 of the Local Government Act 1972

10.2 Approval of recommendations arising from the Christmas Lights planning meeting held between Council officers and the Christmas Lights Contractor.

10.3 To note 2025–26 Audit Wales Basic Audit Submission (July)

10.4 Approval of Final Draft of 2025-26 Annual Report (defer to October)

Other Current Items/updates:

10.5 Current councillor vacancies (as at 1 September)

10.6 Civic Week & Carnival (9-15 August) / Upcoming Events

10.7 Clerks Attendance at CloudyIT Seminar (CoPilot for Business proposal & GoMeetings)

11. **Staffing Matters (Confidential)**

The Council is requested to consider whether, under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press should be excluded from the meeting during consideration of this item on the grounds that it contains confidential information.

11.1 Council Day-to-Day Working Arrangements, Roles and Governance Boundaries (Discussion)

12. Date of next meeting – Thursday, 15 October 2026, 6.00pm at Old Wool Market