

**Minutes of the hybrid meeting of the Management, Estates and Strategy (MES) Committee
held on Thursday 3 September 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 K Manikonda	
	Cllr T Moses	
	Cllr S Pearce	
In attendance	V Lewis Camacho	Town Clerk
	D Lawrence	Facilities Manager
	Cllr D Thomas-Turner	Sheriff

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

1. Apologies for absence: Cllr C Black.

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 2 July 2026 together with the recommendations to Full Council were approved at the Full Council meeting held on 16 July 2026. There were no matters arising.

4. Review of Planning Applications

The Committee ratified the planning applications and planning decision and withdrawal notifications received since 2 July 2026 that had been circulated to Members and reviewed during the August recess in lieu of a formal meeting. It also approved new Planning Applications Ref No(s) 26/0322/PA and 26/0290/PA without objection (See Appendix).

In reviewing the planning application Ref No 26/0719/AD the Committee raised, and subsequently filed, a formal objection to the proposed installation of a digital 48-sheet advertising billboard at Character Kitchens and Bathrooms, Magdalene Street, Merlins Bridge, Haverfordwest. The objection was made on the grounds of visual amenity and potential impacts on highway safety.

Resolved:

1) To ratify and approve, without objection, all planning applications save for planning application Ref No 26/0719/AD and to note the notifications of planning decisions as listed in the Appendix.

2) To ratify and approve the actions of the Clerk in notifying the Local Planning Authority of the Committee's decisions in lieu of a formal meeting in August.

3) That the Clerk notify the Local Planning Authority of the two current planning applications approved at this meeting, without objection.

Proposed: Cllr B Simister. Seconded: Cllr L Hinksman. All voted in favour.

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

Cemeteries – The Clerk and Facilities Manager briefed the Committee on the formal five yearly memorial stone testing undertaken at the cemetery during August which resulted in approximately 60 memorials identified as requiring attention. Warning was provided to grave owners by publishing notices in the cemetery some two months prior to the testing, and a process is now being undertaken to notify those whose graves are affected by the testing in writing. Some (c. 40) gravestones have been supported with a stake to prevent any risk of their falling or causing damage to anyone, while others have been marked for review in a year's time. It was noted that the same testing had already been undertaken at St Martin's Cemetery by a third party prior to the Town Council's staff being trained to perform this in-house. A follow up exercise to review the graves by staff would be undertaken in due course. No recommendation by the Committee was required.

Community Garden – Cllr S Pearce invited members to attend an apple picking activity at Orchard Mawr on 4 September which would be followed with an Open Day involving an apple juicing activity on 12 September 2026. He noted that the extreme dry weather conditions and lack of water on site had impacted the beds and the events put on this summer. The Clerk advised that discussions regarding renewal of the Community Garden lease, due in early 2027, would need to commence shortly.

Priory Saltings – A quote is being obtained to perform the annual meadow cut which is expected to address much of the bramble growth at the same time, which would be brought to Council for approval. The presence of two homeless tents was also noted.

Sports Pavilion – The Picnic at the Prior event during Civic week had made good use of the Pavilion and Lower Racecourse with the consent of the Portfield Recreation Committee. The exposure on the CCTV ANPR camera had recently been adjusted as it wasn't properly capturing number plates. A proposal to look at an opportunity for a food van to be present in the car park was raised by the Clerk which Members agreed was worth exploring and agreed to put forward any contacts they had for initial research to be carried out prior to bringing a proposal to Council.

Picton Centre – Contact by interested parties and requests to hire the centre are coming in steadily. This involves co-ordination by office and facilities staff to ensure that the space is open and closed before and after each booking, made tidy and for bins and recycling to be cleared in between bookings and scheduled fortnightly cleans. However, this is manageable at this stage. The Clerk also acknowledged that the Picton Centre Working Group site visit to agree winter works will shortly be arranged.

Bridge Meadow maintenance – The Clerk noted that during Civic Week an expression of interest had been submitted (by the prescribed deadline) to the Pembrokeshire Nature Partnership for grant funding (c £18,000) to support the development of the lower training pitch area into a meadow. The application included the acquisition of a trailer for the new larger mower purchased by Town Council under a Service Level Agreement with the Bridge Meadow Trust specific to maintaining the entire area and additional insulated storage containers to house the additional mower and equipment. It was noted that the application was similar to a previous submission to the Pembrokeshire Nature Partnership which, for administrative reasons, had not been processed by PNP at the time.

A request for grass clippings had been made by the Community Garden Committee, and the Facilities Manager would be liaising with them to organise delivery to the garden.

Town Improvements – The Summer Bunting had been taken down. Work on new Notice Boards and Salt Bins needs to be progressed.

Civic and other events – a fuller update will be brought to Full Council however the next event - the opening of Portfield Fair on 30 September 2026, with the use of Perrots Road Car Park yet to be confirmed, was noted. Subsequent Town Council Events included Halloween (31 October) and the

Festival of Remembrance (6 November) and Sunday Service (8 November) and Civic Carol Service (14 December) were also noted.

Recommendations to Full Council

Other than the updates and the potential for future proposals to be brought to the Committee, no formal recommendations were made by the Committee at this meeting.

6. Items for next agenda

None raised.

7. Date of next meeting

Thursday 1 October 2026, 6.00pm, Old Wool Market.

The meeting closed at 8.10pm

APPENDIX 1

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

Ref No: 26/0243/PA	WC Alterations
Link to Planning Portal	Please click here to view application documents.
Ward: CASTLE	Haverfordwest Library, 20, Swan Square, Haverfordwest, SA61 2AN Grid Reference: 195432.842-215807.431 Last Date for Determination: 27 August 2026 NB Decision has been made on this – 10 August 2026

Ref No: 26/0216/PA	OUTLINE APPLICATION (ACCESS CONSIDERED) FOR THE ERECTION OF SINGLE DETACHED DWELLING AND ALTERATION OF EXISTING ACCESS AND DRIVE ONTO HAVEN ROAD - RE-SUBMISSION FOLLOWING REFUSAL OF 25/1097/PA
Link to Planning Portal	Please click here to view application documents.
Ward: PORTFIELD	Land Rear of Wyncote, Dale Road, Haverfordwest, Pembrokeshire, SA61 1HZ Grid Reference: 193970.937-215336.355 Last Date for Determination: 25 September 2026 (this has been extended)

Ref No: 26/0257/PA	Demolition of the existing jet wash and bin store and extension to the existing petrol filling station's sales building (to include a hot food takeaway), installation of kitchen extraction equipment, new bin store and associated forecourt works.
Link to Planning Portal	Please click here to view application documents.
Ward: PRENDERGAST	Morrisons Petrol Filling Station, Bridge Meadow Lane, Haverfordwest, SA61 2EX Grid Reference: 195421.457-216050.553 Last Date for Determination: 2 September 2026

Ref No: 26/0067/PA	Construction and operation of a micro battery storage project - (amended information) <i>This is an amendment to the previous application which HTC supported. The amendment adds bug boxes and some additional tree planting.</i>
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: 8 September 2026
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Ref No: 26/0719/AD	LED Billboard
Link to Planning Portal	Please click here to view application documents.
Ward: PRIORY	Parry & Blockwell Ltd, Magdalene Street, MERLINS BRIDGE, Haverfordwest, SA61 1JJ Grid Reference: 194724-214503 Last Date for Determination: 9 September 2026

Ref No: 26/0319/PA	Conversion of existing garage to provide ground floor bedroom and WC
Link to Planning Portal	Please click here to view application documents.
Ward: GARTH	27, Primrose Drive, Haverfordwest, Pembrokeshire, SA61 2GB Grid Reference: 195018.097-216909.975 Last Date for Determination: 30 September 2026

Ref No: 26/0322/PA	Car Park
Link to Planning Portal	Please click here to view application documents.
Ward: CASTLE	Haverfordwest Community Education Centre, Dew Street, Haverfordwest, Pembrokeshire, SA61 1ST Grid Reference: 195073.596-215454.103 Last Date for Determination: 30 September 2026

Ref No: 26/0290/PA	Car Park
Link to Planning Portal	Please click here to view application documents.
Ward: CASTLE	The Grove, St Thomas Green, Haverfordwest, Pembrokeshire, SA61 1QW Grid Reference: 195110.04-215228.881 Last Date for Determination: 4 October 2026

Ref No: 26/0330/PA	Loft Conversion with Dormer Window
Link to Planning Portal	Please click here to view application documents.
Ward: CASTLE	58, Haven Road, Haverfordwest, Pembrokeshire, SA61 1DX

Grid Reference: 193988.615-215390.698

Last Date for Determination: 6 October 2026

Notification of Planning Decisions

Ref No: 26/0067/AD	Advertisement
Ward: CASTLE	2, Perrots Road, Haverfordwest, Pembrokeshire, SA61 2HD
Grid Reference:	195262-215912
Notification of Planning Decision	Conditionally Approved Date decided: 1 July 2026 Please click here to view the application documents

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

Ref No: 26/0082/PA	Change of use from shop to a beauty/aesthetics clinic (Sui generis).
Ward: PRIORY	60A, Cartlett, Haverfordwest, Pembrokeshire, SA61 2LH
Grid Reference:	195954.491-215730.195
Notification of Planning Decision	Conditionally Approved Date decided: 3 July 2026 Please click here to view the application documents

Ref No: 26/0066/PA	Two storey extension
Ward: GARTH	8, Falcon Road, Haverfordwest, Pembrokeshire, SA61 2UE
Grid Reference:	194456-215793
Notification of Planning Decision	Conditionally Approved Date decided: 13 July 2026 Please click here to view the application documents

Ref No: 26/0129/PA	First floor extension
Ward: GARTH	13, Primrose Drive, Haverfordwest, Pembrokeshire, SA61 2GB
Grid Reference:	195090.206-216924.991
Notification of Planning Decision	Conditionally Approved Date decided: 20 July 2026 Please click here to view the application documents

Ref No: 26/0228/NM	Non material amendment to planning permission 24/0682/PA for respite care facility (Use Class C2) and associated works to vary condition 3 (external materials) and remove condition 4 (roof materials)
Ward: PORTFIELD	Portfield Special School, Portfield, Haverfordwest, SA61 1BS
Grid Reference:	194313.964-215118.85
Notification of Planning Decision	Conditionally Approved Date decided: 27 July 2026 Please click here to view the application documents

Ref No: 26/0243/PA	Wc Alterations
Ward: CASTLE	Haverfordwest Library, 20, Swan Square, Haverfordwest, SA61 2AN
Grid Reference:	195432.842-215807.431
Notification of Planning Decision	Conditionally Approved Date decided: 10 August 2026 Please click here to view the application documents

Withdrawal Notifications

None
