



17 June 2022

Dear Member

You are summoned to attend a **Council Meeting** to be held at the Old Wool Market and remotely on **Thursday 23 June 2022 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.

Yours faithfully

Juliet Raymond  
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 the previous meetings
  - a) Confirm and sign the minutes of the Council meeting held on 20 April 2022
  - b) For information only – to receive any update on the minutes of the Council meeting held on 20 April 2022
  - c) Confirm and sign the minutes of the Annual Meeting held on 19 May 2022
  - d) For information only – to receive any update on the minutes of the Annual Meeting held on 19 May 2022
5. Mayor's correspondence and updates
6. Planning applications

7. Committee reports

*(Updates will be given at the next meeting of each committee)*

- a) Confirm the minutes and accept the recommendations of the Management, Estates and Strategy committee meeting of 6 June 2022
- b) Confirm the minutes and accept the recommendations of the Personnel, Policy and Finance committee meeting of 9 June 2022

8. Community Garden Steering Group; consider acceptance of the minutes

- a) Meeting held on 20 May 2022
- b) Meeting held on 16 June 2022
- c) Approve amendment to planning application and submission cost

9. Consider Terms of Reference for Committees, Sub-Committees and Task and Finish Groups

- a) Appointments
- b) Updates to terms of reference
- c) Creation of new Sub-committees or Working Groups
  - i. To commence discussions with Haverfordwest Twinning Association about creating a Twinning Sub-Committee or Working Group
  - ii. To review the Old Wool Market

10. 2021-2022 Financial Year; consider acceptance and submission

- a) Annual Accounts
- b) Internal Auditors Report
- c) Annual Return
- d) Annual Report

11. Governance; to consider

- a) The Finance and Governance Toolkit for Community and Town Councils

12. Outside bodies; to consider

- a) Appointments
- b) Receive updates

13. Accounts for payment

NOTE Item 14 contains confidential information

If the Council resolves pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 to consider the item private, the public will be excluded from the meeting during their consideration of them

14. Consider Staffing Matters

15. Items for next agenda