

**MINUTES OF A MEETING OF FULL COUNCIL HELD ON 21 APRIL 2021 AT 6PM  
VIA VIDEO CONFERENCE**

<b>Present:</b>	Cllr A Buckfield	Mayor/Chairman
	Cllr C Evans	Deputy Mayor/Vice Chairman
	Cllr R Blacklaw-Jones	
	Cllr D Blyth	
	Cllr J Dunckley	
	Cllr B Ferguson	
	Cllr S Hooper	
	Cllr P Johnson	
	Cllr E Perkins (arrived at 6.42pm)	
	Cllr G Roberts	
	Cllr T Moses	
	Cllr C Thomas	
	Cllr J Twigg	

The Town Clerk, Administration Officer (MR), members of the public and the Press were in attendance

The Mayor's Chaplain, Revd Fr Neil Hook was in attendance and led Council in prayer to open the meeting.

The Mayor gave thanks and remembrance to the late Mrs Barbara Morgan for her service as a former Town Councillor, Mayor and Sheriff; His Royal Highness Prince Philip, Duke of Edinburgh; and to all those affected by Covid-19 in any way.

#### 2008 Declarations of Interest from Members

<i>Item</i>	<i>Councillor Name</i>	<i>Interest - Personal or Prejudicial</i>	<i>Nature</i>
2010 f) Updates from Extraordinary meeting 31/03/21	Cllr S Hooper	Personal and prejudicial	Councillor's partner intends to tender for the redesign of the Old Wool Market as new premises for HTC
2022 Old Wool Market		Personal and prejudicial	Councillor's partner intends to tender for the redesign of the Old Wool Market as new premises for HTC
2010 f) Updates from Extraordinary meeting 31/03/21	Cllr C Evans	Personal and prejudicial	Intention to submit a fee proposal for proposed alteration works in the Old Wool Market to accommodate HTC
2012 Planning Applications 20/1115/PA		Personal and prejudicial	Employee of Pembrokeshire College
2022 Old Wool Market		Personal and prejudicial	Intention to submit a fee proposal for proposed alteration works in the Old Wool Market to accommodate HTC
2012 Planning Applications	Cllr J Dunckley	Personal and prejudicial	Employee in the Planning Department of Pembrokeshire County Council

2012 Planning Applications 20/1115/PA	Cllr A Buckfield	Personal	Wife owns land that abuts this site
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## 2009 Questions from Members of the Public

No questions had been received.

## 2010 Minutes of previous meeting

- a) **Minutes of the Extraordinary meeting held on 13 March 2021:**  
All voted in favour to accept the minutes of the extraordinary meeting held on 13 March 2021 as a true record.
- b) **Updates on the minutes of the Extraordinary meeting held on 13 March 2021:**  
The Town Clerk advised that we are now completely compliant having had all the equipment installed.
- c) **Minutes of the Full Council meeting held on 17 March 2021:**  
All voted in favour to accept the minutes of the full council meeting held on 17 March 2021 as a true record.
- d) **Updates on the minutes of the Full Council meeting held on 17 March 2021:**  
No updates were received.
- e) **Minutes of the Extraordinary meeting held on 31 March 2021:**  
All voted in favour to accept the minutes of the extraordinary meeting held on 31 March 2021 as a true record.
- f) **Updates on the minutes of the Extraordinary meeting held on 31 March 2021:**  
A surveyor has been instructed and the Flood Consequence Assessment could take 3-4 weeks to be completed. The architect has been instructed accordingly in the other two matters.

**Resolved**

**To accept the minutes of the Extraordinary meeting held on 13 March 2021 as a true record**

**To accept the minutes of the Full Council meeting held on 17 March 2021 as a true record**

**To accept the minutes of the Extraordinary meeting held on 31 March 2021 as a true record**

## 2011 Mayor's updates and correspondence

The Mayor has completed the guided tours of the Old Wool Market with Town and County Councillors. He attended the tree planting on the Lower Racecourse and thanked Haverfordwest Soroptimists for inviting him. He had also attended the funeral of the late Mrs Barbara Morgan and thanked the Sheriff and the office staff for being in attendance.

## 2012 Planning Applications

<b>Ref No. 20/1115/PA</b>	Proposal: New Engineering building, plus hard and soft landscape works, access, and parking
Priory Ward	Pembrokeshire College, Caradogs Well Road, Merlins Bridge, Haverfordwest, Pembrokeshire, SA61 1SZ
<b>The application will be heard by the Planning and Public Rights of Way Committee on Tuesday 20th April 2021. Due to the current pandemic the meeting will be a virtual meeting via public-i remote connect.</b>	
<b>Resolved</b>	<b>Support</b>

### 32/21

<b>Ref No. 20/1094/PA</b>	Proposal: Single storey rear extension with decking area.
Priory Ward	59, Priory Avenue, Haverfordwest, SA61 1SG
<b>Resolved</b>	<b>Support</b>
<b>Ref No. 20/1070/PA</b>	Proposal: Alterations and extensions to dwelling including outdoor swimming pool
Priory & Portfield Wards	19, Scarrowscant Lane, Haverfordwest, SA61 1EP
<b>Resolved</b>	<b>Support</b>
<b>Ref No. 20/1125/PA</b>	Proposal: Change of use from shop/nail bar (A1) to Sixth Form for Castle School (D1)
Priory Ward	10 Snowdrop Lane, Haverfordwest Sa61 1JD
<b>Resolved</b>	<b>Support</b>
<b>Ref No. 20/0864/PA</b>	Proposal: Change of use of an existing commercial lot on a former gasworks site to provide a community garden with accessible raised beds and planters, wildflower furlongs and lawn and supporting amenities consisting of: a classroom/ office cabin, composting wc. store, greenhouse and compost bins.
Priory Ward	Former Gasworks Site, Lower Cambrian Place, Haverfordwest
<b>Update</b>	Extension of time until Tuesday May 4 <sup>th</sup> to determine the application. The project is timebound by grant deadline (Local Places for Nature). The funder's decision is expected imminently after which we will be working toward starting on the garden build as soon as possible to complete with a year of the offer as part of the terms of the grant offer. The project represents a piece of the regeneration jigsaw to build a more resilient and community-led recovery that will support the further development of the Cleddau Reaches park which the Town council has supported working in partnership with PCC over the last two years.
<b>Notification of Planning Decision</b>	<b>Conditionally Approved on 29 March 2021</b>
<b>Ref no. 20/0873/PA</b>	Proposal: Change of use of ground floor of 85 Hill Street, Haverfordwest from hairdressing salon (Salon 45) to residential as part of existing residential use above.
Castle Ward	85, Hill Street, Haverfordwest, Pembrokeshire, SA61 1QL
<b>Notification of Planning Decision</b>	<b>Conditionally Approved on 19 March 2021</b>
<b>Ref no 20/0649/PA</b>	Proposal: 2 Storey extension to dwelling
Priory Ward	28, Delapoer Drive, Haverfordwest, SA61 1HJ
<b>Notification of Planning Decision</b>	<b>Conditionally Approved on 26 March 2021</b>
<b>Ref no: 20/0840/PA</b>	Proposal: Extensions and Alterations
Priory Ward	45, Furzy Park, Haverfordwest, SA61 1HQ
<b>Notification of Planning Decision:</b>	<b>Conditionally Approved on 30 March 2021</b>

### 2013 Committee Reports

The following reports were submitted:

**Report of the meeting of the Management, Estates and Strategy Committee  
held on Tuesday 6 April 2021 at 6pm via video conference**

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<b>Present</b>	Cllr G Roberts Cllr R Blacklaw-Jones Cllr Buckfield Cllr C Evans (joined at 6.04pm) Cllr P Johnson Cllr T Moses (joined at 6.03pm) Cllr J Twigg	MES Committee Chair  Mayor/Ex-officio
<b>Apologies</b>	Cllr J Dunckley	
<b>Observer</b>	Cllr D Blyth Cllr E Perkins	

The Town Clerk was in attendance

### **Declarations of interest from Members**

Declarations of interest from members will be taken as and when they arise.

### **Report of last meeting**

No updates on the report of the last meeting.

### **2021/2022 Action Plans**

#### **Cemeteries:**

**St Martins:** Contracted work on the pathway had been completed. It was agreed to instruct an engineer to complete a structural survey of the complete boundary wall of the cemetery.

**Events:** The sub-committee were in discussions with organisations about future events.

**Priory Saltings:** Haverfordwest Soroptimists have planted approximately 80 trees. A planting plan is required for the area. An action plan to support the allocated budget of £2,000 will be drafted for consideration at a future meeting.

**Picton Centre:** Currently, Pembrokeshire County Council are incorrectly shown as the land owners of the site. Our Solicitor is in consultation with Land Registry regarding the land ownership.

**Sports Pavilion:** To be discussed under Task and Finish Group updates.

**Youth Involvement Work:** The Sheriff is hoping to undertake work on the burgrave plots in front of the Castle. It was felt that ongoing dialogue was needed with the youth. It was agreed that an overall strategy within the Communication and Engagement strategy was required, so the task and finish group undertaking that work would include youth engagement.

**Sheriff's Project:** It was agreed to support this project with a budget of £500.00 in the 2021/2022 financial year. The budget of £500.00 is to be reallocated from Banner Hire (expenditure item 191) to Town Improvements (expenditure item 150/1) to support this project. Whilst considering the reallocation of budgets, it was felt that as the Mayor Making event will not go ahead in May the unspent funds could possibly be used for a stakeholder event later in the year.

### **Resolved**

**Structural survey of the boundary wall to St Martins Cemetery is to be actioned**

**Communication and Engagement Task and Finish Group to include youth engagement within the overall plan**

**Sheriff's Project is allocated a budget of £500 within Town Improvements**

### **Management Plan for the review of all properties and land**

It was felt that the management of our assets is within the annually drafted action plans. All agreed for a working document to be created that will outline the assets that we own and/or have responsibility for, maps of each area and Land Registry confirmation. The Town Clerk will re-confirm ownership with Land Registry and update working document held in the MES shared file accordingly.

**Resolved**

**Working document detailing our assets is to be created**

### **Sub-committee and Task and Finish Group updates**

**Sport Pavilion Task and Finish Group:** The tenders are waited for the replacement of the shower floorings. It was agreed to apply for an Enhancing Pembrokeshire Grant for the works, but if unsuccessful a budget of £10,000.00 is allocated to be made up of £5,000 from the Sports Pavilion maintenance budget and a further available budget of £5,000 from General Reserves. All were in favour to devolve plenary powers to the Sports Pavilion Task and Finish Group to approve the tender within the agreed budget of £10,000 and to apply for an Enhancing Pembrokeshire Grant for the work.

**Christmas Lights Sub-Committee:** The majority of the remaining balance of the 2020/2021 budget was spent on the replacement of the infrastructure and festoon lighting for Victoria Place at a total cost of £7218.00 net. Only the infrastructure in Castle Square is left to be replaced. This will require a new display at this location in this financial year.

*Cllr Blyth left at 7.35pm*

**Events Sub-committee:** Talking with other organisations about future events.

**Vision and Strategy Task and Finish Group:** The eight vision statements have been forwarded to councillors, awaiting their feedback. A reminder to be sent to councillors for their feedback on missing statements and/or re-wording in time for discussion at the next Task and Finish meeting.

**Resolved**

**Sports Pavilion Task and Finish Group have plenary powers to approve the tender of replacement works for the shower floorings within the allocated budget of £10,000.00**

**Christmas lights and infrastructure replaced to the cost of £7218.00 from the 2020/2021 budget**

### **Items for next agenda**

- Working document of all assets
- Community Garden – consider the 2021/2022 action plan
- Project for ward enhancement
- Vision and Strategy Task and Finish Group update

**With no further business to consider, the meeting ended at 8.03pm**

With this being the last MES Committee meeting of the civic year, the Mayor thanked – Committee Chair, Cllr G Roberts; all Committee members; Town Clerk and all staff – for all their efforts on behalf of the town council and for the benefit of the town.

### **END OF REPORT**

**Resolved**

**The report of the Management, Estates and Strategy Committee meeting held on 6 April 2021 is accepted as a true record**

**Report of the meeting of the Personnel, Policy and Finance Committee  
held on Wednesday 7 April 2021 at 6pm via video conference**

<b>Present:</b>	Cllr S Hooper Cllr D Blyth Cllr Buckfield Cllr B Ferguson Cllr E Perkins Cllr C Thomas	PPF Committee Chair  Mayor/Ex-officio
<b>Observer:</b>	Cllr C Evans Cllr G Roberts Cllr J Twigg Cllr T Moses (joined at 6.09pm)	

The Town Clerk and Administration Officer (AMH) were in attendance

**Declarations of interest from Members**

Item	Councillor	Personal / Prejudicial	Nature
Grant Aid Policy and process	Cllr J Twigg	Personal	HTC appointed member on the Portfield Recreation Committee
Financial Support	Cllr J Twigg	Prejudicial	Parent Governor of Haverfordwest High VC School
Venue for future meetings	Cllr J Twigg	Prejudicial	Parent Governor of Haverfordwest High VC School

**Report of last meeting**

No updates from the report of the last meeting.

**Accounts to 28 February 2021**

**Resolved**

**Accounts accepted to 28 February 2021**

**Drafting of a Volunteer Policy**

The draft policy provided by One Voice Wales was considered but it was agreed that input from the young people and other organisations was essential. It was agreed to support putting a Volunteer Policy in place. Cllr Moses will continue to work on the draft policy.

**Resolved**

**In support to have a policy to engage volunteers and to explore the process further with other organisations**

*Cllr Moses left the meeting at 6.36pm*

**Adoption of policies**

**a. Welsh Language Scheme**

It was agreed to adopt this policy. Cllr Blyth will liaise with the Welsh Language Commissioner Office to discuss minimum requirements of adherence.

**b. Equality and Diversity Policy**

3.3 Replace senior management team with the Council.

4.4.4 Replace transexual with transgender.

It was agreed to adopt this policy with the above amendments.

**c. Publication Scheme**

It was agreed to adopt this policy.

**d. Health and Safety Policy**

Adoption of this policy will be deferred to a future meeting.

**e. Financial Regulations**

The Town Clerk recommended that the NALC version is adopted but the committee wish to continue work on their drafted version by entering the proposed figures. It was agreed to recirculate the committee draft so it can be considered at the next Full Council meeting.

**f. Grant Aid Policy and Process**

*Cllr Twigg declared a personal interest as a council appointed member of the Portfield Recreation Committee.*

Policy: it was agreed that more work was required on Service Level Agreements so all references are to be removed until this can be completed.

The Mayor congratulated those involved in writing the policy.

Grant Aid Assessment Form: inclusion of 'A score less than the minimum means the application cannot be progressed' in the scoring matrix for question 1.

Grant Deferral letter: replace the word 'love' with 'encourage'.

Grant Aid Application Form: Project Description - replace 'summarise' with 'explain'; Signature & Acceptance – include 'electronic signatures are acceptable'; Supporting Evidence Checklist – replace 'dual signatory banking mandate' with 'dual financial mandate'; Terms and Conditions – remove reference to cheque payment.

The feedback questionnaire will be considered at a later date. All voted in favour to adopt the revised policy and procedures with proposed amendments.

All voted in favour to adjourn the meeting for a comfort break.

**Resolved**

**To adjourn the meeting until 8.25pm**

*All attendees left the meeting at 8.13pm and re-joined at 8.27pm.*

**g. Appointments to Outside Bodies Guidance**

It was agreed to adopt this guidance.

**Resolved**

**To adopt the policies and procedures with the recommended amendments:**

- **Welsh Language Scheme**
- **Equality and Diversity Policy**
- **Publication Scheme**
- **Grant Aid Policy and Process**
- **Appointments to Outside Bodies Guidance**

**Update from Communications and Engagement Task and Finish Group**

Work is progressing. A future meeting to be arranged in May.

**Update from Vision and Strategy Task and Finish Group**

There are no updates.

**Financial support**

**a. Haverfordwest High VC School.**

*Cllr Twigg declared a prejudicial interest as a parent governor*

The new school site is being opened in 2022, and a commitment is being sought to celebrate the opening of the new school. It is planned for the Events Committee to discuss this further. There is no request for any financial commitment at this stage, just to continue to support the discussions.



All voted in favour to continue to support the efforts to celebrate the opening of the new school and commemorate the old school.

b. Portfield Ward Enhancement

Councillors have met to discuss the ongoing maintenance of Macpelah Corner. This area has previously been overgrown and has undergone clearance work with the planting new fruit trees, funded by Pembrokeshire County Council. Financial support of £3,000 is requested to plant further trees against the back wall, for middle seating and a paved area. Consideration must be given to future maintenance, security and the adoption of the seating and grounds. No budget is available this financial year. Portfield town councillors will work with the county councillor to review other funding options available.

**Resolved**

**Support efforts to celebrate the opening of the Haverfordwest High VC School**

**Venues for Future Meetings**

*Cllr Twigg declared a prejudicial interest as a parent governor of Haverfordwest High VC School.*

The possible use of Haverfordwest High VC School had been mentioned but currently, the governing body are only allowing approximately six chairs access with other members attending virtually. Pembrokeshire County Council have stated that there is an opportunity to use the Council Chamber in County Hall for a maximum of fifteen persons. There are no other solutions are present, although options are still being sought. All voted in favour to use County Hall where numbers allow. Cllr Twigg reserved judgement to speak at Full Council.

**Resolved**

**To hold meetings in County Hall with a maximum of 15 attendees**

**Applications for Financial Assistance**

1. Paul Sartori Foundation Ltd

The application requests a donation of £2,000 towards revenue costs relating to the delivery of Hands-On End-Of-Life Nursing Care in Haverfordwest

The decision was made to defer the decision until the new Grant Application process is in place, and to request Paul Sartori Foundation Ltd to complete a new, more detailed application.

**Resolved**

**To defer the decision until the new Grant Application process is in place**

**To request Paul Sartori Foundation Ltd complete a new application with more detailed information**

**Staffing Update**

All voted in favour of exercising the PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960.

**Resolved**

**That as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the Press and Public be excluded from the Meeting**

*The Administration Officer left the meeting at 9.19pm*

**Resolved**

**Staffing sub-committee to meet to consider the provision of additional working hours for the Groundsmen/Caretakers and make a recommendation at April Full Council**



**Items for next agenda**

- Volunteer Policy

**With no further business to consider, the meeting ended at 9.31pm**

As it was the last meeting of the committee for the civic year, the Mayor gave thanks on behalf of the town council and town to the committee Chair, committee members and staff for all their efforts.

**END OF REPORT**

**Resolved**

**The report of the Personnel, Policy and Finance Committee meeting held on 7 April 2021 is accepted as a true record**

**2014 Award Nominations**

**a) Young Laurel Award**

All voted in favour to grant the Young Laurel Award to the two nominees, Jack Gray and jointly Karis McCanch Jones and Bethan Lilley, due to the unusual changing year they had faced. The Mayor would hope to present these awards to the children at their schools but that would be dependent on Government covid-19 guidance.

It was felt that as this is such a unique opportunity to engage with the children, that going to the school to present the award should become the normal approach in future years with the winner also attending the Annual Meeting and Mayor Making. This will be a consideration under the Communications and Engagement strategy at the next meeting of the Personnel, Policy and Finance Committee.

**b) Award of Merit**

After discussion of all the nominations and voting, the majority voted that the Award of Merit be presented to Amanda Absalom-Lowe of Pembrokeshire Care, Share and Give. It was agreed that three other nominations were worthy of a Mayor's commendation certificate as a recognition of their work – Jonathan Collier, St John Ambulance Cymru Division Haverfordwest and Haverfordwest County AFC Supporters Association.

Draft certificates will be circulated to Councillors for comments. Cllr G Roberts' offer to frame the three award certificates was gratefully accepted.

**Resolved**

**The Young Laurel Award is granted to Jack Gray and jointly to Karis McCanch Jones and Bethan Lilley**

**Amanda Absalom-Lowe is granted the Award of Merit 2021**

**Jonathan Collier, St John Ambulance Cymru Division Haverfordwest and Haverfordwest County AFC Supporters Association are granted the Mayor's commendation certificate**

**2015 2021/2022 Civic Year**

**a) Councillor appointments to committee, sub-committee, task and finish groups and outside bodies**

The information has been provided to all Councillors and these will be voted on at the annual meeting of council.

**b) Dates of meetings and civic events**

Although a list of dates will be agreed on at the annual meeting of council, it was agreed that the Mayor and Town Clerk be granted flexibility to change dates as and if required. This will support our response throughout the ongoing pandemic.

**Resolved**

**The Mayor and Town Clerk are granted flexibility to change dates of the meetings and civic events as required**

*Reverend Father N Hook left the meeting at 7.05pm*

**2016 Crime and Disorder Survey from Mid and West Wales Fire and Rescue Service**

As individuals several of our Councillors had responded to the survey with their feedback and opinions. It was agreed that as a key stakeholder the Council will respond in support of improvements to the service that is provided and that we wish to be involved in tackling issues relating to public safety.

*Cllr D Blyth left the meeting at 7.19pm and returned at 7.20pm*

**Resolved**

**The Council responds in support of improvements to the service that is provided and to request inclusion in tackling issues relating to public safety**

**2017 Consider becoming a litter hub for Keep Wales Tidy**

Keep Wales Tidy provide free litter picking equipment for up to 10 people and insurance cover to create a litter hub. All voted in favour for Council to become a litter hub for an initial 12-month period to be fully managed by the Mayor.

**Resolved**

**To become a litter hub for Keep Wales Tidy for an initial 12-month period which is to be fully managed by the Mayor**

**2018 Engagement of the Internal Auditor for completion of the audit for the 2020/2021 financial year****Resolved**

**Bernie Scourfield CPFA is appointed as the Internal Auditor for completion of the internal audit for the 2020/2021 financial year**

**2019 Outside Bodies**

Bridge Meadow Trust: The draft minutes of the last meeting would be circulated to all Trustees.

Dyfed-Powys Police Problem Solving Group: There have been no meetings but a sub group has been set up which the Mayor has made enquiries about the Town Council joining.

Garth Community: At a recent meeting feedback was given on informal litter picks that a number of residents had carried out successfully on the Trafalgar Road estate. The group wants to make an approach to Pembrokeshire County Council to take over the old family centre on Trafalgar Road and turn it into a community hub. A letter regarding this proposal has been written to the Cabinet Member for Housing. Also, consultation with the residents is taking place regarding the development of a community garden in the Courts area. Cllr Moses highlighted a litter dumping problem in the Garth area which Cllr Dunckley was aware of with fly tipping being a big problem on the estate. The AGM will take place on 6 May.

Haverfordwest Business Circle: Cllr Perkins has stepped down as Chair and they have decided to run the next few meetings without appointing a Chair.

Haverfordwest Skate Park: Cllr Moses had an informal meeting with the Chair of the Skate Park Committee. He was pleased to see the positive supportive community they have got going on there, underlining the importance of the skate park. The main areas of concern are the cost of the lighting and the issue regarding litter. They have lost the funding they rely on from the skate jam and County Show both this year and last year.

Portfield Recreation Committee: A financial report showing that the committee are running at a small loss was discussed at a recent brief meeting. The Committee had stated they are in need of financial support. Some drains had collapsed on the northerly part of the racecourse which have been filled in with soil to reduce the risk to the public. Haverfordwest Soroptimists have planted 300 trees in the area.

Town Museum: The museum hopes to reopen on 1 July 2021 which is the anniversary of when they first opened. The Mayor and the Sheriff will be invited in their official roles.

Youth Forum: Cllr Blyth offered a huge thanks to the Sheriff for attending the last meeting. It was an energetic meeting with lots of ideas. The point was raised about whether the group would like a wider representation and former links with the Town Council, this will be considered at a future meeting of the forum.

## 2020 Accounts for payment

All voted in favour of approving the accounts for payment and acceptance of receipts for March 2021.

**Resolved**

**March accounts totalling £53,629.60 including VAT were approved for payment and receipts totalling £45,955.29 excluding VAT**

## 2021 Staffing matters

All voted in favour of exercising the PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960.

**Resolved**

**That as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the Press and Public be excluded from the Meeting**

*Administration Officer (MR), Press and members of public left the meeting at 8.03pm*

**Resolved**

**A total of an additional eight hours per week are made available for work to be completed by the Groundsmen/Caretakers as required**

## 2022 Old Wool Market

There were no updates.

## 2023 Items for Next Agenda

- Engagement with Haverfordwest County AFC is listed a future agenda of the Management, Estates and Strategy Committee

**41/21**

The Mayor closed the meeting by stating that Council had managed to get a lot work completed and continue to hold meetings throughout the coronavirus pandemic. He thanked everyone for the work that had been completed for the benefit of the residents of Haverfordwest. He reminded all that in July 2021, we will start to consider our action plans for the 2022/2023 financial year. He gave his heartfelt thanks to the staff and Town Clerk, in particular for overseeing the relocation of the Town Council offices.

**With no further business to consider, the meeting ended at 8.14pm**

<b>Chair of Council/Mayor</b>	.....	<b>Signed</b>
<b>Proper Officer/Town Clerk</b>	.....	<b>Signed</b>
<b>Date</b>	.....	