



30 August 2024

Dear Member

You are summoned to attend a hybrid meeting of the **Personnel, Policy and Finance Committee** to be held at the Old Wool Market on **Thursday 5 September 2024 at 6.00pm** for the transaction of the business set out in the agenda.

Members will be sent a link if they wish to attend remotely. Members of the public may request attendance at the meeting via email at which time a link to join the meeting remotely, should they wish, will be sent to them.

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. Appointment of Committee Vice-Chairman
4. Matters arising from minutes of the meeting held on 6 June 2024 and update on matters incorporated in the draft minutes of Full Council meeting held on 18 July 2024 (in lieu of July PPF Committee meeting).
 - 1) Consider arrangements for Sheriff's Association 2024 AGM (27-29 September 2024)
5.
 - 1) Review of Income and Expenditure and Budget Comparison to 31 July 2024
 - 2) Update on Scribe Accounts implementation
 - 3) Approval of Amendments to Bank Signing Authority
6. Applications for Financial Assistance:
 - 1) No applications received for consideration
 - 2) End of Grant Report for Only Boys Aloud Haverfordwest (August 2024)
7. Local Government Pay Claim 2024-25 Update (SLCC, 1 August 2024) (for noting)
8. One Voice Wales Guidance – Councillor attendance - 6 Month Rule (for noting)
9. Consider PCC Early Budget Consultation for 2025-26 (closing date 29 September)

10. Consider timeline for drafting the (Town) Council's Budget for 2025-26
11. Consideration of performance of 3-Year Service Level Agreements in respect of the Upper and Lower Racecourses for 2024-25:
 - 1) as pro-rated since entry into agreement;
 - 2) consideration of any changes in services requested by Service Provider; and
 - 3) approval of Year 2 payments upon satisfaction of Service Provider obligations in October 2024
12. Consider the process and procedure to review all policies (first full review following change of Administration)
13. Staffing Matters
14. Item(s) for next agenda