



30 November 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 December 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. Matters arising from minutes of the meeting held on 7 November 2024 and any recommendations approved by Full Council on 21 November 2024
5. Finance matters:
  - 1) Review of Income and Expenditure and Budget Comparison to 30 November 2024
  - 2) Consider photocopier lease tender arrangements for approval at Full Council meeting
  - 3) Consider draft 2025-26 PPF Action Plan and Budget
  - 4) Consider draft 2025-26 Full Council Budget
  - 5) Consider opening of new bank account with Unity Bank
6. Consider grant applications for financial assistance:
  - 1) Tier 1 - Haverfordwest Allotments & Cottage Gardens Association (update)
  - 2) Tier 1 - Tabernacle Church – Community Christmas Eve Event
  - 3) Tier 2 - Haverfordwest Combined Choirs for VE Commemoration Concerts – May 2025
  - 4) Tier 2 - Havergardd Community Garden 2025 Events support
7. Review of policies and procedures (no policies available to review at this meeting)
8. Staffing Matters
9. Item(s) for next agenda