



15 March 2025

Dear Member

You are summoned to attend a **Council Meeting** to be held at the Old Wool Market and remotely on **Thursday 20 March 2025 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. To raise queries, Councillors must give 48 hours' notice before the meeting, in writing, of any questions on finance or the accuracy of the minutes

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. 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 February 2025 and to receive any updates
5. Mayor's correspondence and updates
6. Consider planning applications
7. Committees
(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 held on 6 March 2025
 - b) Confirm the minutes and accept the recommendations of the Personnel, Policy and Finance committee meeting held on 13 March 2025
8. Finance matters:
 - a) Approval of accounts to 28 February 2025
 - b) Approval of payments schedule
 - c) Approval of allocation from earmarked reserves for scheduled works to Old Wool Market

- d) Approval of virement of funds (transfer between budget headings) in accounts to cover additional Town Improvements expenditure to 31 March 2025 (accounting formality).
- e) To note Expression(s) of Interest (EOIs) submitted by the Clerk to apply for UK SPF – Pembrokeshire Sustainable Communities Fund – grant funding (short deadline of 20 March published since last meeting, if accepted, requiring a full proposal to be submitted by 14 April 2025).

9. Nominations to Office for the 2025-2026 civic year, received by 12 Noon on 7 March 2025:

- a) Chairman of Council / Mayor Elect – Cllr R Thomas – no further nominations requested (see note below)

Pursuant to the Council's Standing Orders:

1) Standing Order Standing Order 1c (b) - the Clerk did not receive representation(s) from members of Council giving just reason why the Deputy Mayor should not hold the post of Mayor after the Full Council Meeting held in February 2025 and before the deadline by which nominations needed to be submitted prior to the March Full Council meeting, OR

2) Standing Order 1c (c) – the Deputy Mayor giving good and proper notice that he/she will not be standing as Mayor. Cllr R Thomas submitted a form of nomination confirming his willingness to stand as Mayor/Chairman of the Council.

- b) Deputy Chairman of Council / Deputy Mayor Elect – one nomination received in favour of Cllr R Thomas-Turner
- c) Sheriff Elect – one nomination received in favour of Cllr D Thomas-Turner

10. Civic and other events (Clerk paper);

- a) Confirm the dates and outline arrangements for the following meeting / events:
 - i) Annual Meeting of Full Council (May)
 - ii) VE80 Anniversary (May)
 - iii) Mayor Making Ceremony (May)
 - iv) Civic Service (June)
 - v) Beating of the Bounds (July, subject to tide)
 - vi) Carnival (end July)*
 - vii) Other town events (potential August/September)*

*Including consideration / approval of response(s) following published invite for interested parties to support the town council with these events in 2025-26.

11. Consider Standing Orders and approve minor amendments

12. Consider and approve Press and Social Media policy

13. Town Voice, to consider, raise or respond to any matters on behalf of the town:

- a) Contact with Morrisons/B&M Retail in respect of cause/litter collection on their private property
- b) Contact with the property managers of Withybush Retail Park regarding multiple potholes on entrance to the retail park
- c) Update on last scheduled Feed the Community Event held on 13 March 2025 (Cllrs. D and R Thomas-Turner)

14. Consider appointments to, and updates received from Members, in relation to Council representation on Outside bodies

15. Consider Clerk's report, including updates and correspondence since last meeting

NOTE Item 16 may contain 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

16. Staffing Matters