



11 July 2025

Dear Member

You are summoned to attend a **Council Meeting** to be held at the Old Wool Market and remotely on **Thursday 17 July 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. Introduction to Pembrokeshire 50plus Forum - Paul Guisbourne-Hilton, Chair
5. Co-option of Town Councillor:
 - 1) To receive and consider the written application for the office of Town Councillor and co-option of the candidate to fill a vacancy for the Prendergast Ward of Haverfordwest.

Please note the candidate will have five minutes to introduce themselves to members, give information on their background and experience, and explain why they wish to become a member of the Town Council. Following this, members will have the opportunity to ask the candidate questions before proceeding to vote. If the members wish to discuss the merits of the candidate and personal attributes, which could be prejudicial, Council could resolve to exclude members of the public pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960. If the candidate is unable to attend the meeting, the application can still be considered, and voting will be based on the application only.
 - 2) Upon receipt of a majority of votes cast (50% plus 1 of votes available at the meeting) in favour of appointment:
 - 2.1) Invite the successful candidate to sign the Declaration of Acceptance of Office and agree to abide by the Code of Conduct.
 - 2.2) To agree Committee membership of the newly appointed Councillor for the next civic year.
6. Minutes of the previous meetings. Confirm and sign the minutes of the:

- a) Annual Meeting of Full Council held on 15 May 2025
- b) Full Council Meeting held on 19 June 2025
- c) Emergency Meeting held on 23 June 2025
- d) Extraordinary Meeting of Full Council held on 26 June 2025

7. Mayor's correspondence and updates

8. Consider, note and/or approve, where applicable:

- 8.1) Planning applications received up to the date of meeting
- 8.2) Delegation to Town Clerk to circulate planning applications received up to 15 August 2025 to the Chair of Council to review the applications who will liaise with and co-ordinate the responses from Members to be returned by the Town Clerk to the Planning Department at the County Council by the due dates (which will fall before the next scheduled meeting of Full Council on 18 September 2025).
- 8.3) Waiting Restrictions Proposals – Variation 31 – Stepney Terrace, Prendergast Ward (PCC Notice 25 June 2025)
- 8.4) Review of Litter Bin – Baring Gould Way (Castle Ward) due to misuse (PCC Notice 8 July 2025) – to note
- 8.5) Delegation to Town Clerk / RFO to circulate payments list for August 2025 to members of Council for review/comment prior to the Town Clerk making payments, subject to a final review of list and confirmation by both the Chair of the Council and the Chair (or failing him, the Vice Chair) of the PPF Committee (which will require payment prior to the next scheduled meeting of Full Council on 18 September 2025)

9. Committees: *(Updates will be given at the next meeting of each committee)*

- a) Confirm the minutes and accept the recommendations of the MES Committee meeting held on 3 July 2025
- b) Confirm the minutes and accept the recommendations of the PPF Committee meeting held on 10 July 2025

10. Finance matters:

- a) Approval Income & Expenditure to 30 June 2025
- b) Approval of expenditure for payment
- c) Consider Tier 2 Grant Funding application(s) from 1) Give the Boys A Lift (GTBAL); and 2) The VC Gallery

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

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

- a) Motion that Council support the MP and MS in their dialogue with the Hywel Dda Health Board to improve facilities at Withybush Hospital (Cllr R Thomas)

13. Consider Clerk's updates and correspondence since last meeting

NOTE Items 14 and 15 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

14. Picton Centre occupancy

15. Staffing Matters – update on the appointment of a second Sergeant of the Mace (Mace Bearer)

Haverfordwest Town Council • Cyngor Tref Hwlfordd

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