



TO: ALL MEMBERS OF COUNCIL

YOU ARE HERBY SUMMONED TO ATTEND THE ORDINARY MEETING OF PEMBROKE TOWN COUNCIL TO BE HELD AT PEMBROKE TOWN HALL ON:

THURSDAY 12th FEBRUARY 2026 AT 6:30PM

Members of the public are welcome to attend the meeting of Pembroke Town Council at the Council Chamber, Town Hall, Pembroke or can also join the meeting by Hybrid by contacting the Town Clerk at

enquiries@pembroketowncouncil.co.uk
[\(48 hours prior to the meeting\)](#)

Guest Speaker Dr. Mark Picton (RWE / Freeport Training Partnership Director) and Ms Hayley Williams (Pembrokeshire College)

FOR THE PURPOSE OF TRANSACTING THE FOLLOWING BUSINESS:

- 1. APOLOGIES FOR ABSENCE / DECLARATIONS OF INTEREST**
- 2. TO SIGN AND CONFIRM THE ORDINARY MINUTES OF THE MEETING ON
OF THE 15TH JANUARY 2025**
- 3. QUESTION AND ANSWER SESSION WITH MEMBERS OF THE PUBLIC**
- 4. MATTERS ARISING FROM THE MINUTES (for information only)**
 - A) Pantomime 2027
 - B) Signage, Main Street, Pembroke
- 5. PLANNING APPLICATIONS RECEIVED**
25/0869/PA
Proposal: Internal alterations and alterations to dormer windows
Site Address: Greenlands, Merlins Cross, Lower Lamphey Road, Pembroke, SA71 4AG
- 6. PLANNING APPLICATIONS DETERMINED**
- 7. LICENSING**
- 8. TO CONSIDER THE LIST OF ACCOUNTS FOR PAYMENT**

9. AGENDA ITEMS

- a) The election of Mayor Elect for the year 2026/27
- b) The Election of Deputy Mayor Elect for the year 2026/27
- c) To appoint internal auditor for 2025/2026
- d) To Review and Approve quotations for Flower Baskets for Main Street, Pembroke (Town Clerk)
- e) To discuss the purchase of Lapel /Past Mayoral Badges for Pembroke Town Council (Councillor Nicholas)
- f) To discuss second homes in Pembrokeshire (Councillor Willington)
- g) To review and adopt the Employee's Handbook (Town Clerk)
- h) To review and adopt the Complaints Procedure Policy (Town Clerk)
- i) To discuss the UK Town of Culture 2028
- j) To discuss updating the Pembroke Town Council website (Councillor Asman)
- k) To discuss the correspondence received regarding the Health Board to decide on future model for nine clinical services (Councillor Jones)

I HEREBY SUMMON YOU TO ATTEND SUCH MEETING ON THE DAY AND AT THE TIME AND PLACE AFORESAID.

Suzie Thomas



(Town Clerk)

DATED: 5TH February 2026