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NARBERTH / ARBERTH
TOWN COUNCIL / CYNGOR TREF

All replies to the Clerk / Danfoner Pob gohebiaeth at y Clerc:
Narberth Town Council Office C/O Narberth Community Library,
3 The Town Moor Mews, Pembrokeshire, SA67 7DF

Tel/Ffôn: *01834 504020* / ***Email/Ebost:*** *clerk@narberthtowncouncil.gov.wales*

Mayor / Maer: Cllr. C. Meredydd **Clerk/Clerc Y Dref:** Mr. K. O'Kane

Tuesday 31st March 2026

To whom it may concern,

I hereby give notice that **Narberth Town Council** will hold a **Ordinary Council Meeting** on **Tuesday, 7th April 2026 at 19:00hrs** at **Narberth Community Library, 3 Town Moor Mews, Narberth, Pembrokeshire, SA67 7DF**.

Any member of the public wishing to join the meeting via remote conferencing must submit a written request to the Clerk no later than 1:00pm on the day of the meeting. All members are summoned to attend for the purpose of considering and resolving the business to be transacted as set out hereunder.

Yours faithfully,

Kris O'Kane (Mr.)
Town Clerk & Responsible Financial Officer

BUSINESS TO BE TRANSACTED

OM260407.1 **Opening of Meeting and Mayor's Welcome**

OM260407.2 **Apologies for Absence**

OM260407.3 **Declarations of Interest**

OM260407.4 **Public Participation**
Members of the public may address the Council in accordance with Standing Orders (limited to agenda items).

OM260407.5 **Reports of County Councillors**

OM260407.6 **Minutes**

OM260407.7 **Finance & Governance**

07.1 Finance Report (Year-End Position)
To consider the Clerk's report on the financial position for the 2025/26 financial year, including budget monitoring and year-end summary.

07.2 Virements Report

07.3 Bank Reconciliation

07.4 Payments Schedule

07.5 Internal Financial Control Report (Quarterly)
To receive the report of the Member responsible for Internal Financial Control.

07.6 Review of Regular Payments (Standing Orders / Direct Debits)
To review and confirm ongoing payment arrangements.

07.7 AGAR Preparation & Audit Timeline
To note the arrangements for preparation of the Annual Governance and Accountability Return (AGAR) and associated audit timetable.

07.8 Triennial Audit Report – Findings & Governance Response
To receive the findings of the Triennial Audit and consider the Council's governance response.

07.9 Risk Assessment Review (2026/27)
To review and approve the Council's Risk Assessment.

07.10 Reserves Policy Review
To review the Council's Reserves Policy and confirm reserve allocations.

07.11 Asset Register Review
To review and confirm the Council's Asset Register.

OM260407.8 Clerk's Report (CR–OM260405)
To receive the Clerk's Report, including key updates, governance matters, and associated appendices.

OM260407.9 Policy & Governance Framework

09.1 Policy Review Programme (PRTFG Update)
To receive an update on the Policy Review Task & Finish Group and the staged policy adoption programme.

09.2 Standing Orders & Financial Regulations 2026
To receive a progress update on the development of the Council's revised Standing Orders and Financial Regulations.

OM260407.10 Strategic & Asset Matters

10.1 Bloomfield House – Governance Position Update
To receive an update on the current governance position relating to Bloomfield House.

10.2 St Andrew's Churchyard (SACS)
To receive an update from the St Andrew's Churchyard Sub-Committee, including grounds maintenance tender progress.

OM260407.11 Forward Planning

11.1 Annual Meeting Preparation (May 2026)
To note arrangements and governance requirements for the Annual Meeting of the Council.

11.2 Indicative Discussion: Civic Leadership 2026/27 (Non-Binding)
To hold an informal and non-binding discussion regarding potential nominations for the roles of Mayor and Deputy Mayor for the 2026/27 municipal year.

This item is for discussion purposes only. No decision will be made. The formal election of Mayor and Deputy Mayor will take place at the Annual Meeting in May.

PART 2 — CONFIDENTIAL SESSION

To resolve that, under the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during the following item(s) due to the confidential nature of the business to be transacted.

OM260407.12 Clerk Workload & Capacity Report

To receive and consider the Clerk's confidential report on workload and organisational capacity.

OM260407.13 Close