



Fishguard & Goodwick Town Council  
Cyngor Tref Abergwaun ac Wdig  
Town Hall, Market Square, Fishguard SA65 9HE  
Neuadd Y dre, Abergwaun, Sir benfro, SA65 9HE  
Clerk/Clerc: Ms Rachel Thomson  
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Dear Council Member,

The **Minutes** of the Governance Committee meeting of the Fishguard & Goodwick Town Council held at 7pm on Tuesday 16<sup>th</sup> September 2025.  
The meeting was multilocational.

Clerk: *Rachel Thomson*  
Rachel Thomson

Cllr S Hughes was in the Chair

Before Town Council business commences, the public session offers members of the public, the opportunity to **comment on items on this agenda, or to bring concerns to the Council**. Members of the public will be limited to three minutes for their comments or question. No members of public were present.

## Minutes

### STANDING ORDERS TO BE ADOPTED were adopted

1. **Apologies.**

To formally record apologies for absence and to record the attendance of Town Councillors.

Present: Cllrs S Hughes, Shaw, T Hughes, Davidson, Churchill and Murphy.

2. **Declarations of interest.**

An opportunity for Councillors to declare a personal or pecuniary interest in any of the items listed below.

None were declared.

3. **Minutes of the previous meeting**

To approve the minutes of the previous meeting, held on 15.07.2025 as a true and accurate record of the meeting.

It was resolved to accept the minutes as a true and accurate record. Proposed Cllr Shaw, seconded Cllr Churchill, unanimous.

4. **Grant Policy: Annual Review**

Review this policy, agree any amendments and resolve to recommend the policy be adopted at the next available Full Council meeting.

A number of amendments to the policy were agreed and it was resolved to then present the policy to Full Council with the recommendation to adopt. Proposed Cllr Davidson, seconded Cllr Shaw, unanimous.

5. **Demographic Health of Community and Town Councils: Cllr S Hughes**

Review the report prepared by Cllr S Hughes and discuss any further actions that could be taken to improve the demographic health of the Council. Agree any amendments to the report and resolve to present to Full Council for consideration to adopt and agree any action points.

It was resolved that the report be presented to Full Council, with the proposal that an action plan be prepared for the Council going forward. Proposed Cllr Shaw, seconded Cllr Davidson, unanimous.

**6. Finance and Governance Toolkit:**

Finance and Governance Toolkit prepared by Welsh Government, SLCC and OWW circulated by the Clerk. Continue with the Self-Assessment, Councillor led part of the Toolkit and resolve the next steps by considering and completing Theme E. Theme E was reviewed and it was agreed to continue with the self-assessment at the next Governance meeting where Theme F would be completed.

Date of next meeting: Tuesday 21<sup>st</sup> October 2025. Meeting Closed: 8.07pm

Signed: ..... Date: .....

Position: .....

Meeting Ref: G/25-09