



# **UNISON PEMBROKESHIRE AGM BOOKLET 2026**

**TOGETHER WE RISE  
IN UNISON**



**UNISON Pembrokeshire**  
**UNSAIN Sir Benfro**  
**Pembrokeshire Branch**  
**Aggregate Annual General Meetings 2026**

*\* Links to Virtual Meetings on next page \**

<i>Day and Date / Time</i>	<i>Physical / Virtual</i>	<i>Location (if applicable)</i>
Tuesday 03/02/2026 12:00 – 14:00	Physical	Haverfordwest High School
Wednesday 04/02/2026 12:00 – 14:00	Physical	Ysgol Harri Tudur
Thursday 05/02/2026 12:00 – 14:00	Physical	Ysgol Bro Gwaun
Friday 06/02/2026 12:00 – 14:00	Physical	PCNPA
Saturday 07/02/2026 10:00 – 11:00	Virtual	Microsoft Teams
Sunday 08/02/2026 10:00 – 11:00	Virtual	Microsoft Teams
Monday 09/02/2026 12:00 – 14:00	Physical	Pembrokeshire College
Tuesday 10/02/2026 10:00 – 12:00	Physical	Thornton, Milford Haven
Tuesday 10/02/2026 13:30 – 14:30	Physical	Eco Park, Milford Haven
Wednesday 11/02/2026 08:00, 10:00, 12:00, 14:00, 16:00, 18:00	Virtual	Microsoft Teams
Thursday 12/02/2026 Day Drop-in 08:00 – 16:00 Evening 17:00 – 19:00	Physical	UNISON Office, County Hall

**UNISON Pembrokeshire**  
**UNSAIN Sir Benfro**  
Links To AGM 2026 Virtual Meetings

*To join a virtual meeting, select a date and time below and click on the hyperlink provided.*

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<p style="text-align: center;"><b>Saturday 7<sup>th</sup> February 2026</b> <b>10:00 – 11:00</b> <b>Microsoft Teams <a href="#">Need help?</a></b> <b><a href="#">Join the meeting now</a></b> Meeting ID: 384 762 466 148 8 Passcode: Yu6U2f2j</p>	<p style="text-align: center;"><b>Sunday 8<sup>th</sup> February 2026</b> <b>10:00 – 11:00</b> <b>Microsoft Teams <a href="#">Need help?</a></b> <b><a href="#">Join the meeting now</a></b> Meeting ID: 341 490 508 032 1 Passcode: JD9SD6vL</p>
<p style="text-align: center;"><b>Wednesday 11<sup>th</sup> February 2026</b> <b>08:00 – 08:30</b> <b>Microsoft Teams <a href="#">Need help?</a></b> <b><a href="#">Join the meeting now</a></b> Meeting ID: 395 624 664 746 4 Passcode: DA9PB9AZ</p>	<p style="text-align: center;"><b>Wednesday 11<sup>th</sup> February 2026</b> <b>10:00 – 10:30</b> <b>Microsoft Teams <a href="#">Need help?</a></b> <b><a href="#">Join the meeting now</a></b> Meeting ID: 346 651 082 043 2 Passcode: oc9DA2oC</p>
<p style="text-align: center;"><b>Wednesday 11<sup>th</sup> February 2026</b> <b>12:00 – 12:30</b> <b>Microsoft Teams <a href="#">Need help?</a></b> <b><a href="#">Join the meeting now</a></b> Meeting ID: 369 732 525 526 Passcode: jR742Jb6</p>	<p style="text-align: center;"><b>Wednesday 11<sup>th</sup> February 2026</b> <b>14:00 – 14:30</b> <b>Microsoft Teams <a href="#">Need help?</a></b> <b><a href="#">Join the meeting now</a></b> Meeting ID: 387 928 328 115 1 Passcode: RN7nn3yV</p>
<p style="text-align: center;"><b>Wednesday 11<sup>th</sup> February 2026</b> <b>16:00 – 16:30</b> <b>Microsoft Teams <a href="#">Need help?</a></b> <b><a href="#">Join the meeting now</a></b> Meeting ID: 326 934 526 075 3 Passcode: SF2dM9zH</p>	<p style="text-align: center;"><b>Wednesday 11<sup>th</sup> February 2026</b> <b>18:00 – 18:30</b> <b>Microsoft Teams <a href="#">Need help?</a></b> <b><a href="#">Join the meeting now</a></b> Meeting ID: 379 825 354 057 8 Passcode: hk9A9Jt3</p>

**UNISON Pembrokeshire**  
**UNSAIN Sir Benfro**  
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# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### 1. Annual Report 2026

*2025 was a year like no other for UNISON Pembrokeshire, as reflected in our officer report.*

*Unfortunately, 2026 looks to be no different!*

*Thank you to all our members for your loyal support. As a member-led trade union without you there would be no branch.*

*A huge thank you to all our activists who have continued representing, supporting, negotiating and campaigning on behalf of all our members in 2025 despite themselves suffering the impact of the UK Government's imposed austerity measures.*

*Thank you also to our hard working office staff.*

## **UNISON Pembrokeshire**

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County Hall  
Haverfordwest  
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# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### 2. Who's Who in Pembrokeshire County Branch?

*It is proposed that the following officers be endorsed at this AGM;*

**Branch Secretary** : Jonathan Lewis

**Branch Chair** : Manuela Hughes

**Treasurer** : Ross Harries

**Vice Chair** : Tracey Sayers

**Equality Co-ordinator** : Vacant

**Welfare Officer** : Claire Dunbar

**Education Co-ordinator** : Vacant

**Health & Safety Officer** : Jamie Line

**Communications Officer** : Vacant

**Membership Officers** : Manuela Hughes and Tracey Sayers

**LGBT+ Officer** : Donna Humphrey

**Retired Members Secretary** : Janet Wyer

**Education Convenor** : Vacant

**Sports and Social Secretary** : Vacant

**Union Learning Co-ordinator** : Vacant

**International Officer** : Vacant

**Women's Officers** : Claire Dunbar and Tracey Sayers

**Young Members Officer** : Jamie Line

**Labour Link Officer** : Vacant

**Branch Convenor College** : Catherine Bellamy

# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### Post and Brief Job Descriptions – Vacant Posts

**Communications Officer** - The Communications Officer creates a positive image for the branch and wider union amongst members, potential members and the public. Produces news-sheets, bulletins or digital communication for distribution to branch members. Makes sure branch communications are in the accessible formats members need. Makes sure that centrally and regionally produced publicity, communications and campaign materials are distributed, as appropriate, to stewards, members and non-members. Monitors and liaises with local media.

**International Officer** - The International Officer develops and leads on international solidarity activities including campaigns, twinning with sister unions and support for projects abroad.

**Equality Co-ordinator** - The Equality Co-ordinator collects and shares information on equalities issues, including information from the regional and national self-organised groups. They are the point of contact for equality issues and make sure branch considers the equality dimension of everything it does.

**Education Co-ordinator** - The Education Co-ordinator helps arrange training courses and education programmes for members, stewards, health and safety reps and branch officers.

**Union Learning Co-ordinator** - The Learning Co-ordinator Works with employers and co-ordinates the work of union learning reps in supporting members with lifelong learning and skills for life.

**Labour Link Officer** - The branch Labour Link officer is the key contact point for information about regional and national UNISON Labour Link matters and is responsible for co-ordinating activities in the branch.

# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### 3. Annual General Meetings

3<sup>rd</sup> – 12<sup>th</sup> February 2026

#### Agenda

Item	
1.	Welcome.
2.	Apologies for absence.
3.	AGM 2025 Minutes.
4.	Branch Reports.
5.	UNISON's Objectives 2026.
6.	Branch Development Plan 2026.
7.	Branch Rules.
8.	Auditor's Report.
9.	Appointment of Auditor.
10.	Accounts 2025.
11.	Budget 2026.
12.	Honoraria.
13.	Affiliations & Donations.
14.	Election of Stewards and Officers.
15.	Delegations.
16.	Motions.

# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### 4. Minutes of Aggregate Annual General Meetings 2025

Date	Day	Venue	Time	Members Present
11/02/25	Tuesday	Milford Haven School	Lunchtime	20
12/02/25	Wednesday	Ysgol Bro Gwaun	Lunchtime	20
13/02/25	Thursday	Haverfordwest High School	Lunchtime	25
14/02/25	Friday	Virtual Teams Meeting	08:00	1
14/02/25	Friday	Virtual Teams Meeting	10:00	0
14/02/25	Friday	Virtual Teams Meeting	12:00	0
14/02/25	Friday	Virtual Teams Meeting	14:00	0
14/02/25	Friday	Virtual Teams Meeting	16:00	0
14/02/25	Friday	Virtual Teams Meeting	18:00	1
15/02/25	Saturday	Virtual Teams Meeting	10:00	0
16/02/25	Sunday	Virtual Teams Meeting	10:00	2
17/02/25	Monday	Pembrokeshire College	Lunchtime	22
18/02/25	Tuesday	Thornton	11:30 - 12:30	8
18/02/25	Tuesday	Eco Park	13:30 – 14:30	19
20/02/25	Thursday	County Hall	All Day	13
20/02/25	Thursday	County Hall	18:00	0
			Total Attendees	131

Pembrokeshire's line count stands at 2546  
 According to branch rules quorum is 2.5% = 64 people  
 (Turn out = 5.14%)

**UNISON Pembrokeshire**  
**UNSAIN Sir Benfro**  
**This makes the 2025 AGM Quorate**

<b>Minutes of meeting held at Milford Haven School (Meeting 1)</b> <b>Tuesday, 11th of February 2025</b>		
1	The Chair welcomed attendees, introduced the officers and explained the process for aggregate Annual General Meetings.	
2	Apologies for absence were taken and 0 were recorded. It was noted and recorded that there were 20 members present.	
3	The minutes of the aggregate Annual General Meetings held in February 2024 were read and approved as a true record. There were no matters arising.	<b>Proposed by: Catriona Symington</b> <b>Seconded by: Janet Sanderson</b>
4	Annual Branch Officer Reports: The Chair drew attention to the Officers report.	
5	UNISONS's Objectives 2025: The Chair drew attention to the objectives.	
6	Branch Development Plan The Development Plan was accepted.	<b>Proposed by: Catriona Symington</b> <b>Seconded by: Georgia Osborne Davies</b>
7	Auditor's Report	
8	Appointment of Auditor Auditor: It was agreed that Kevin Jouvenat is appointed as auditor.	<b>Proposed by: Jo Lathem</b> <b>Seconded by: Gillian Littlehales</b>
9	Accounts 2024 The accounts were presented and accepted.	<b>Proposed by: Ian Allen</b> <b>Seconded by: Laura Walter Jones</b>
10	Budget 2025 The budget was presented in the report and accepted.	<b>Proposed by: Ian Allen</b> <b>Seconded by: Janet Sanderson</b>
11	Honoraria: Honoraria was explained and how it was awarded within branch rules. It was accepted by AGM that it was paid.	<b>Proposed by: Jo Lathem</b> <b>Seconded by: Claire Hughes</b>
12	Affiliations and Donations: It was agreed that we support all those listed in the report as indicated.	

# UNISON Pembrokeshire

## UNSAIN Sir Benfro

13	Election of Branch Officers: The nominations for branch officers and stewards were received and approved.	<b>Proposed by: Laura Walter Jones</b> <b>Seconded by: Ian Allen</b>
14	Cymru Wales Regional Council, Local Government Conference and National Delegates Conference: The proposed lists of branch delegates were accepted.	<b>Proposed by: Kerry Dimond</b> <b>Seconded by: Francesca Thomas</b>
15	Motions: There were no motions received.	
16	No questions were asked.	

# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### Minutes of meeting at Ysgol Bro Gwaun (Meeting 2) Wednesday, 12th of February 2025

1	The Chair welcomed attendees, introduced the officers and explained process for aggregate Annual General Meetings.
2	Apologies for absence were taken and 0 were recorded. It was noted and recorded that there were 20 members present.
3	The minutes of the aggregate Annual General Meetings held in February 2024 were read and approved as a true record. There were no matters arising.
4	Annual Branch Officer Reports: The Chair drew attention to the Officers reports.
5	UNISONS's Objectives 2025: The Chair drew attention to the objectives.
6	Branch Development Plan: The Development Plan was accepted
7	Auditor's Report
8	Appointment of Auditor: It was agreed that Kevin Jouvenat is appointed as auditor.
9	Accounts 2024: The accounts were presented and accepted.
10	Budget 2025: The budget was presented in the report and accepted.
11	Honoraria: Honoraria was explained and how it was awarded within branch rules. It was accepted by AGM that it was paid.
12	Affiliations and Donations: It was agreed that we support all those listed in the report as indicated.
13	Election of Branch Officers: The nominations for branch officers and stewards were received and approved.
14	Cymru Wales Regional Council, Local Government Conference and National Delegates Conference: The proposed lists of branch delegates were accepted.
15	Motions: There were no motions received.
16	No questions were asked.

# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### Minutes of meeting held at Haverfordwest High School (Meeting 3) Thursday, 13th of February 2025

1	The Chair welcomed attendees, introduced the officers and explained process for aggregate Annual General Meetings.
2	Apologies for absence were taken and 0 were recorded. It was noted and recorded that there were 25 members present.
3	The minutes of the aggregate Annual General Meetings held in February 2024 were read and approved as a true record. There were no matters arising.
4	Annual Branch Officer Reports: The Chair drew attention to the Officers reports.
5	UNISON'S's Objectives 2025: The Chair drew attention to the objectives.
6	Branch Development Plan: The Development Plan was accepted.
7	Auditor's Report.
8	Appointment of Auditor: It was agreed that Kevin Jouvenat is appointed as auditor.
9	Accounts 2024: The accounts were presented and accepted.
10	Budget 2025: The budget was presented in the report and accepted.
11	Honoraria: Honoraria was explained and how it was awarded within branch rules. It was accepted by AGM that it was paid.
12	Affiliations and Donations: It was agreed that we support all those listed in the report as indicated.
13	Election of Branch Officers: The nominations for branch officers and stewards were received and approved.
14	Cymru Wales Regional Council, Local Government Conference and National Delegates Conference: The proposed lists of branch delegates were accepted.
15	Motions: there were no motions received.
16	No questions were asked.

# UNISON Pembrokehire

## UNSAIN Sir Benfro

### Minutes of meeting at TEAMS (Meeting 4) Friday, 14th of February 2025

1	The Chair welcomed attendees, introduced the officers and explained process for aggregate Annual General Meetings.
2	Apologies for absence were taken and 0 were recorded. It was noted and recorded that there were 1 members present.
3	The minutes of the aggregate Annual General Meetings held in February 2024 were read and approved as a true record. There were no matters arising.
4	Annual Branch Officer Reports: The Chair drew attention to the Officers reports.
5	UNISONS's Objectives 2025: The Chair drew attention to the objectives.
6	Branch Development Plan: The Development Plan was accepted.
7	Auditor's Report.
8	Appointment of Auditor: It was agreed that Kevin Jouvenat is appointed as auditor.
9	Accounts 2024: The accounts were presented and accepted.
10	Budget 2025: The budget was presented in the report and accepted.
11	Honoraria: Honoraria was explained and how it was awarded within branch rules. It was accepted by AGM that it was paid.
12	Affiliations and Donations: It was agreed that we support all those listed in the report as indicated.
13	Election of Branch Officers: the nominations for branch officers and stewards were received and approved.
14	Cymru Wales Regional Council, Local Government Conference and National Delegates Conference: The proposed lists of branch delegates were accepted.
15	Motions: There were no motions received.
16	No questions were asked.



# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### Minutes of Teams meeting at 12:00 (Meeting 6) Friday, 14<sup>th</sup> February 2025

1	The Chair welcomed attendees, introduced the officers and explained process for aggregate Annual General Meetings.
2	Apologies for absence were taken and 0 were recorded. It was noted and recorded that there were 0 members present.
3	Meeting closed.
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# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### Minutes of Teams meeting at 14:00 (Meeting 7) Friday, 14<sup>th</sup> of February 2025

1	The Chair welcomed attendees, introduced the officers and explained process for aggregate Annual General Meetings.
2	Apologies for absence were taken and 0 were recorded. It was noted and recorded that there were 0 members present.
3	Meeting closed.
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# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### Minutes of TEAMS Meeting at 16:00 (Meeting 8) Friday, 14<sup>th</sup> of February 2025

1	The Chair welcomed attendees, introduced the officers and explained process for aggregate Annual General Meetings.
2	Apologies for absence were taken and 0 were recorded. It was noted and recorded that there were 0 members present.
3	Meeting closed.
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# UNISON Pembrokehire

## UNSAIN Sir Benfro

### Minutes of meeting at TEAMS at 18:00 (Meeting 9) Friday, 14<sup>th</sup> of February 2025

1	The Chair welcomed attendees, introduced the officers and explained process for aggregate Annual General Meetings.
2	Apologies for absence were taken and 0 were recorded. It was noted and recorded that there were 1 members present.
3	The minutes of the aggregate Annual General Meetings held in February 2024 were read and approved as a true record. There were no matters arising.
4	Annual Branch Officer Reports: The Chair drew attention to the Officers reports.
5	UNISONS's Objectives 2025: The Chair drew attention to the objectives.
6	Branch Development Plan: The Development Plan was accepted.
7	Auditor's Report.
8	Appointment of Auditor: It was agreed that Kevin Jouvenat is appointed as auditor.
9	Accounts 2024: The accounts were presented and accepted.
10	Budget 2025: The budget was presented in the report and accepted.
11	Honoraria: Honoraria was explained and how it was awarded within branch rules. It was accepted by AGM that it was paid.
12	Affiliations and Donations: It was agreed that we support all those listed in the report as indicated.
13	Election of Branch Officers: The nominations for branch officers and stewards were received and approved.
14	Cymru Wales Regional Council, Local Government Conference and National Delegates Conference: The proposed lists of branch delegates were accepted.
15	Motions: There were no motions received.
16	No questions were asked.

# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### Minutes of Teams meeting at 10:00 (Meeting 10) Saturday, 15<sup>th</sup> of February 2025

1	The Chair welcomed attendees, introduced the officers and explained process for aggregate Annual General Meetings.
2	Apologies for absence were taken and 0 were recorded. It was noted and recorded that there were 0 members present.
3	Meeting closed.

# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### Minutes of Teams meeting (Meeting 11) Sunday, 16<sup>th</sup> of February 2025

1	The Chair welcomed attendees, introduced the officers and explained process for aggregate Annual General Meetings.
2	Apologies for absence were taken and 0 were recorded. It was noted and recorded that there were 2 members present.
3	The minutes of the aggregate Annual General Meetings held in February 2024 were read and approved as a true record. There were no matters arising.
4	Annual Branch Officer Reports: The Chair drew attention to the Officers reports.
5	UNISON'S's Objectives 2025: The Chair drew attention to the objectives.
6	Branch Development Plan: The Development Plan was accepted.
7	Auditor's Report.
8	Appointment of Auditor: It was agreed that Kevin Jouvenat is appointed as auditor.
9	Accounts 2024: The accounts were presented and accepted.
10	Budget 2025: The budget was presented in the report and accepted.
11	Honoraria: Honoraria was explained and how it was awarded within branch rules. It was accepted by AGM that it was paid.
12	Affiliations and Donations: It was agreed that we support all those listed in the report as indicated.
13	Election of Branch Officers: The nominations for branch officers and stewards were received and approved.
14	Cymru Wales Regional Council, Local Government Conference and National Delegates Conference: the proposed lists of branch delegates were accepted.
15	Motions: There were no motions received.
16	No questions were asked.

# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### Minutes of meeting at Pembrokeshire College (Meeting 12) Monday, 17<sup>th</sup> of February 2025

1	The Chair welcomed attendees, introduced the officers and explained process for aggregate Annual General Meetings.
2	Apologies for absence were taken and 0 were recorded. It was noted and recorded that there were 22 members present.
3	The minutes of the aggregate Annual General Meetings held in February 2024 were read and approved as a true record. There were no matters arising.
4	Annual Branch Officer Reports: The Chair drew attention to the Officers reports.
5	UNISON'S Objectives 2025: The Chair drew attention to the objectives.
6	Branch Development Plan: The Development Plan was accepted.
7	Auditor's Report.
8	Appointment of Auditor: It was agreed that Kevin Jouvenat is appointed as auditor.
9	Accounts 2024: The accounts were presented and accepted.
10	Budget 2025: The budget was presented in the report and accepted.
11	Honoraria: Honoraria was explained and how it was awarded within branch rules. It was accepted by AGM that it was paid.
12	Affiliations and Donations: It was agreed that we support all those listed in the report as indicated.
13	Election of Branch Officers: The nominations for branch officers and stewards were received and approved.
14	Cymru Wales Regional Council, Local Government Conference and National Delegates Conference: The proposed lists of branch delegates were accepted.
15	Motions: There were no motions received.
16	No questions were asked.

# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### Minutes of meeting at Thornton (Meeting 13) Tuesday, 18<sup>th</sup> of February 2025

1	The Chair welcomed attendees, introduced the officers and explained process for aggregate Annual General Meetings.
2	Apologies for absence were taken and 0 were recorded. It was noted and recorded that there were 8 members present.
3	The minutes of the aggregate Annual General Meetings held in February 2023 were read and approved as a true record. There were no matters arising.
4	Annual Branch Officer Reports: The Chair drew attention to the Officers reports.
5	UNISON'S's Objectives 2025: The Chair drew attention to the objectives.
6	Branch Development Plan: The Development Plan was accepted.
7	Auditor's Report.
8	Appointment of Auditor: It was agreed that Kevin Jouvenat is appointed as auditor.
9	Accounts 2024: The accounts were presented and accepted.
10	Budget 2025: The budget was presented in the report and accepted.
11	Honoraria: Honoraria was explained and how it was awarded within branch rules. It was accepted by AGM that it was paid.
12	Affiliations and Donations: It was agreed that we support all those listed in the report as indicated.
13	Election of Branch Officers: The nominations for branch officers and stewards were received and approved.
14	Cymru Wales Regional Council, Local Government Conference and National Delegates Conference: The proposed lists of branch delegates were accepted.
15	Motions: There were no motions received.
16	No questions were asked.

# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### Minutes of meeting at Eco Park (Meeting 14) Tuesday, 18<sup>th</sup> of February 2025

1	The Chair welcomed attendees, introduced the officers and explained process for aggregate Annual General Meetings.
2	Apologies for absence were taken and 0 were recorded. It was noted and recorded that there were 19 members present.
3	The minutes of the aggregate Annual General Meetings held in February 2024 were read and approved as a true record. There were no matters arising.
4	Annual Branch Officer Reports: The Chair drew attention to the Officers reports.
5	UNISONS's Objectives 2025: The Chair drew attention to the objectives.
6	Branch Development Plan: The Development Plan was accepted.
7	Auditor's Report.
8	Appointment of Auditor: It was agreed that Kevin Jouvenat is appointed as auditor.
9	Accounts 2024: The accounts were presented and accepted.
10	Budget 2025: The budget was presented in the report and accepted.
11	Honoraria: Honoraria was explained and how it was awarded within branch rules. It was accepted by AGM that it was paid.
12	Affiliations and Donations: It was agreed that we support all those listed in the report as indicated.
13	Election of Branch Officers: The nominations for branch officers and stewards were received and approved.
14	Cymru Wales Regional Council, Local Government Conference and National Delegates Conference: the proposed lists of branch delegates were accepted.
15	Motions: There were no motions received.
16	No questions were asked.

# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### Minutes of meeting at County Hall - day (Meeting 15) Thursday, 20<sup>th</sup> of February 2025

1	The Chair welcomed attendees, introduced the officers and explained process for aggregate Annual General Meetings.
2	Apologies for absence were taken and 0 were recorded. It was noted and recorded that there were 13 members present.
3	The minutes of the aggregate Annual General Meetings held in February 2024 were read and approved as a true record. There were no matters arising.
4	Annual Branch Officer Reports: The Chair drew attention to the Officers reports.
5	UNISON'S Objectives 2025: The Chair drew attention to the objectives.
6	Branch Development Plan: The Development Plan was accepted.
7	Auditor's Report.
8	Appointment of Auditor: It was agreed that Kevin Jouvenat is appointed as auditor.
9	Accounts 2024: The accounts were presented and accepted.
10	Budget 2025: The budget was presented in the report and accepted.
11	Honoraria: Honoraria was explained and how it was awarded within branch rules. It was accepted by AGM that it was paid.
12	Affiliations and Donations: It was agreed that we support all those listed in the report as indicated.
13	Election of Branch Officers: The nominations for branch officers and stewards were received and approved.
14	Cymru Wales Regional Council, Local Government Conference and National Delegates Conference: The proposed lists of branch delegates were accepted.
15	Motions: There were no motions received.
16	No questions were asked

# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### Minutes of meeting at County Hall - Evening (Meeting 16) Thursday, 20<sup>th</sup> of February 2025

1	The Chair welcomed attendees, introduced the officers and explained process for aggregate Annual General Meetings.
2	Apologies for absence were taken and 0 were recorded. It was noted and recorded that there were 0 members present.
3	Meeting closed.

# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### 5. AGM Branch Reports

Dear Members,

On behalf of the UNISON Pembrokeshire Branch we would like to welcome you, the members, to your 2026 AGM. This report is intended to give you an insight into the last year of branch activity.

2025 has been an exceptionally busy year for our branch officers and workplace reps who supported our members in all aspects of work life, ranging from general advice to more specific support within individual workplace settings.

Pembrokeshire branch delegates to the National Delegates conference held in June 2025 included a first-time delegate who found the experience immensely rewarding and the debates around various motions brought to conference very insightful. One of the key moments, from a Welsh perspective, was the motion on UNISON Cymru's name change from UNISON Cymru/Wales to UNISON Cymru. One Welsh delegates' speaking in support of the motion delivered her speech entirely in Welsh, a first at National Delegates Conference! The motion passed successfully with unanimous support from all the other regions. Branch also sent delegates to Local Government conference, LGBT+ conference and retired members conference. We believe strongly in participation across all our union democratic structures, and if you would like to represent branch at a conference please ask for information.

2025 saw the launch of our re-vamped Facebook page. The aim is to develop a more cohesive communications strategy with the support from our rep at National Parks who has extensive experience in the field of marketing & communications. The "12 days of Christmas" comms campaign was well received by branch members and also noted by other branches. If you would like to get involved with our branch communications forum please contact us!

In December 2025 the UK Parliament passed the new Employment Rights Bill. The Act will be delivered in phases over a two year period and will amongst other things strengthen statutory sick pay, make a number of existing entitlements available from "Day 1" as well as modernizing trade union legislations, giving trade unions greater freedom to organize, represent and negotiate on behalf of their members. This is good news for all workers! The branch looks forward to the implementation of these legislative changes as well as continuing to work in Social Partnership within PCC and PCNP.

Over the year we welcomed new activists and reps in a variety of workplace setting such as schools, social care and refuse, to name a few.

We also said goodbye to Liz Watkins who retired towards the latter half of 2025. Liz has been a longstanding member of UNISON Pembrokeshire. After many years of being a workplace rep and holding the position of Vice Chair, Liz switched roles to

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become one of the branch admin staff. We would like to take this opportunity to thank Liz for all of her hard work and dedication over the past years and wish her all the best for her well-deserved retirement.

It would be remiss of us not to thank UNISON's regional team that has supported us throughout the year. Darron and his colleagues have been key in helping us grow the branch over the last year and we look forward to working with them in the year ahead.

Last but in no way least, we would like to thank you, our members! You are the life blood of the branch and without you we would not be able to do what we do. Thank you! Our office is always open for a visit so please call in for a coffee and a chat. If you are facing workplace issues or have concerns please get in touch with the branch. We are always here to help, no problem is too small and the earlier you can get us involved the quicker we can support you getting it resolved.

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### Branch Retired Members Report 2026

UNISON Retired Members are fortunate to be well represented at all levels of our union – locally, regionally and nationally. We are an integral part of the union.

Communication with Retired Members is not an easy or straightforward task for any Branch, due to a variety of reasons including the restrictions of GDPR and members details changing. So I have continued to focus on this issue. As a result of processes in place we continue to have newly retired members responding to the questionnaire and our distribution list grows.

After our very enjoyable and successful coffee morning in November 2024, I hoped to hold further events in 2025. But response has been extremely poor to several events and activities proposed in 2026, which as a result did not go ahead. I think coffee and a chat seems to be the preference, so watch this space!

I was very proud of how many local retired members attended local public meetings regarding the future of our library services. I enjoyed listening and participating in the debates! Our local communities and services, and future generations are important to our retired members, and they did not hold back on letting their feelings known. Hopefully, we will be able to continue to support the branch going forward in whatever way we can.

Many thanks to the Branch Officers and Stewards who continue to work so hard for all members with growing pressures daily, and also for their support in enabling me to carry out my role.

I urge any working members who are close to, or considering retirement for whatever reason, to contact branch office to arrange transferring to Retired Membership. It costs nothing, and you still have access to all benefits, obviously excluding employment support.

Janet Wyer

UNISON Pembrokeshire

Retired Members Secretary

# UNISON Pembrokehire

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### 6. UNISON's OBJECTIVES 2025/2026

2026 is the UNISON Year of Green Activity. At branch level, the role of Environment Officer ("Green Rep") was introduced by UNISON with the role's main concern being to agree a joint approach with employers towards 'greening the workplace' and championing environmental issues. The 2026 "Year of Green Activity" hopes to add extra emphasis on those environmental issues.

#### Recruitment, Organising and Retention

Deliver the union's national organizing strategy to strengthen and grow the union.

Ensure our union remains relevant to all workers who deliver public services across the UK.

Increase member participation, develop activism and leadership across the union; through activist and member learning – with an equitable voice for all members.

#### Bargaining, Negotiating and Equalities

Negotiate and secure real terms pay increases, improved terms and conditions and pensions for members.

Defend services and jobs against cuts in funding

Challenge all forms of discrimination and racism. Negotiate for meaningful employment and equality agreements that protect our members from discrimination at work.

#### Political Campaigning and Influence

Campaign for adequately funded public services.

Build on the union's international work – strengthen our links with and supporting our partner trade unions who represent public service workers across the world.

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Influence government policy on national matters affecting our members including protecting public services, employment rights, working conditions, climate change, just transition and housing policy.

Campaign for the election of UK government, mayors, police, crime and fire commissioners and councils that value public services and public service workers.

### Building an Efficient, Effective and Innovative union

Create a skilled, confident and valued workforce in which we foster diversity, inclusivity and employee engagement, while promoting a culture of growth and innovation to meet the evolving needs of our members.

Streamline operational processes and use data analytics evidence to enhance decision-making, ensuring value for money whilst simultaneously ensuring the union meets its commitment to sustainable, green, and ethical procurement.

Provide effective legal provision to protect the union and its resources, secure better members' terms and conditions, ensure access to justice, combat negative reforms and discrimination by challenging and influencing legal policy.

Promote member innovation, inclusivity and experience by driving heightened member engagement within a face to face and modern technological landscape, enabling better support for our members in the digital age.

# Pembrokeshire Branch

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### 7. Development Plan 2026

Priority		Targets for year	Time Scale	Resources (Branch & Region)
1	Social Partnership	<ul style="list-style-type: none"> <li>Develop social partnership links with core employers and 3<sup>rd</sup> sector.</li> </ul>	All Year	Branch Time Regional Support
2	Branch Development	<ul style="list-style-type: none"> <li>Workplace rep development.</li> <li>Develop rep involvement.</li> <li>Establish women's SOG.</li> <li>Establish Labour Link committee.</li> </ul>	All year	Branch Time Regional SOG support
3	Digital re-branding	<ul style="list-style-type: none"> <li>New web site.</li> <li>Social media strategy.</li> </ul>	All Year	Branch Time
4	Bargaining, lobbying and building political influence	<ul style="list-style-type: none"> <li>Further develop relationship with County Councillors.</li> <li>Begin relationship with Pembrokeshire County Council Labour Group.</li> <li>Build relationship with CLP</li> </ul>	All Year	Branch Time Regional Labour Link

# Pembrokeshire Branch

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### 8. Branch Rules

#### 1 Branch Name

The branch shall be called UNISON Pembrokeshire and is referred throughout the rules as “the branch”.

#### 2 Aims of the branch

- a) To support and pursue the Aims and Objectives contained in the UNISON Rule Book, and the Objectives agreed by UNISON’s National Executive Committee annually.
- b) To achieve the aims and targets set annually through the branch assessment.

#### 3 Membership

Eligibility for membership shall be in accordance with the Rules of the union.

#### 4 Branch Structure

- a) There will be an Annual General Meeting of the branch to confirm the election by ballot of branch officers and members of the branch committee, to receive the branch accounts and report on branch development from the branch committee.
  - The AGM may comprise one meeting or a series of aggregate meetings based on sections or geographical areas in order to maximise the active participation of members.
  - The AGM may meet physically, virtually or in a hybrid session. (physical, virtual and hybrid are defined in branch rules 6g)
- b) The AGM will determine the basis of representation in the branch and the number of stewards and other representatives to be elected in each work group or workplace.
- c) Other general meetings may be called by the branch committee or by 20 members of the branch or 2.5% of the membership, whichever is the greater.
- d) The quorum for any general meeting, including the annual meeting is 2.5% at a single meeting or through aggregate meetings.

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- e) Sections may be established for each bargaining group covered by the branch to provide for the participation and representation of members in that section in accordance with Rule 8.
- f) The branch committee will comprise all branch officers (see rule 5), and activists (see rule 6a), and will be responsible for the general organisation and development of the branch and for policy and decision making on matters affecting all members within the branch between general meetings.
- g) The Branch Secretary will be responsible for the day to day management of the branch in accordance with the decisions and authority delegated by the branch committee.
- h) The Core officers Group will support the Branch Secretary enacting decisions made by branch committee. Its membership and role is as described in Rule 7.
- i) The branch secretary or branch chairperson will establish arrangements for the individual representation of members.

### 5 Branch officers

- a) The branch shall elect the following officers annually in accordance with rule 6c:
  - ❖ Chairperson
  - ❖ Vice Chairperson
  - ❖ Secretary
  - ❖ Assistant Secretary
  - ❖ Treasurer
  - ❖ Education co-ordinator
  - ❖ Lifelong Learning co-ordinator
  - ❖ Equality co-ordinator
  - ❖ Health and safety officer
  - ❖ Communications officer
  - ❖ International Relations officer
  - ❖ Membership officer
  - ❖ Sports & Social officer
  - ❖ Young members officer
  - ❖ Welfare officer
  - ❖ Women's Officer
  - ❖ LGBT+ Officer (Lesbian, Gay, Bisexual and Transgender Officer)
  - ❖ Environmental officer
  - ❖ Labour link officer (elected by the members who pay the political levy only)
  - ❖ Retired members' secretary (elected by the retired members)
  - ❖ Others to be determined as necessary for the effective operation of the branch

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- b) Each section within the branch can elect a convenor (senior steward) from amongst the stewards in that section if required in accordance with Rule 5d
- c) Election of branch officers
- a. Branch officers may be nominated by the branch committee or any two members, with the exception of the Labour Link officer who will be elected by the APF members only.
  - b. Nominations will be invited 12 weeks before the AGM and nomination forms will be made available through the branch. All nominations must be received in writing at least 7 weeks before the AGM.
  - c. Each nominee will be notified and given the right to withdraw not later than 6 weeks before the AGM.
  - d. An election will be held if there is more than one candidate for a post.
  - e. The election will be conducted by postal ballot.
  - f. Where no valid nomination has been received before the deadline, nominations may be called for and a candidate elected at the AGM, or elected by the branch committee.
- d) Election of Convenors

The process of nomination and election shall be as in 5c save that the nomination may be by the section committee or any two members employed in that section, and only members employed in the relevant section may participate in the election.

### 6 Branch Committee

- a) Representation on the branch committee will be agreed by the AGM and will include:
- Branch officers
  - Representatives of self-organised groups
  - Convenors
  - Stewards
- b) The branch committee shall administer branch business in accordance with UNISON rules and guidance.
- c) The quorum for the branch committee shall be one third of the members of the committee.
- d) The branch committee shall ensure that sections within the branch are appropriately and equitably resourced to ensure the effective participation of members, recruitment and organisation, representation, and collective bargaining and campaigning on behalf of members in each section.
- e) The branch committee shall meet monthly, except in August.

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- f) An extraordinary branch committee may be called as necessary.
- g) The branch committee shall meet physically, virtually or in a hybrid meeting.
  - Physical meeting is defined as the committee meeting in a single physical meeting space.
  - Virtual meeting is defined as the committee meeting in an online secure digital meeting space.
  - Hybrid meeting is defined as the committee meeting in a physical meeting space with some delegates joining via online technologies.
  - Whichever meeting is convened the branch will ensure accessibility to all and will strive to support members in any way possible to participate.

### 7 Core Officers Group

- a) The Core Officers Group shall comprise the branch secretary, branch chair, branch vice chair, branch treasurer and others as appropriate.
- b) The Core Officers Group will meet regularly to ensure effective governance-of the branch within the parameters of the decisions issued by the branch committee. The Core Officers Group may commit to no expenditure, policy decision or affiliation that has not been previously agreed by the branch committee.

### 8 Sections

- a) Sections comprise all members within the relevant service group and/or bargaining group and will have autonomy within the branch in respect of collective bargaining with their employer(s) only, subject to the local, regional and national policies, guidelines and procedures of UNISON.
- b) Sections will be led by a convenor elected in accordance with Rule 5d and who will be the senior accredited representative within the section, and a committee of all accredited representatives within the section.

### 9 Conduct of meetings

- a) All meetings will be conducted in a fair and democratic manner.
- b) All meetings will be advertised widely as far in advance as possible (in the case of the AGM, all members will be notified in writing at least 12 weeks before the meeting (or first aggregate meeting)).
- c) The procedures to be used at the meeting will be explained clearly.
- d) The branches will maintain records of all meetings and other appropriate records to enable the branch to function.

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### 10 Media communications

Communications to the media on behalf of the branch shall be made only by Chairperson, Secretary, Communication Officer or other officer authorised by the committee.

### 11 Affiliations

- a) Affiliations to relevant constituency Labour Parties will be decided by the APF membership.
- b) Affiliations to trade councils / charities shall be determined by the AGM or branch committee.

### 12 Finance

The branch shall keep a Unity Trust account in the name of the branch and will maintain a financial record of all assets and transactions in accordance with UNISON guidelines.

### 13 Donations

Donations shall be agreed by the AGM or branch committee in accordance with the union's policies and objectives and subject to provisions of national rule.

### 14 Expenses

Rates of expenses for members attending meetings or carrying out other activities on behalf of the branch shall be agreed by the AGM in accordance with the UNISON Scheme for Branch Expenses contained in the UNISON Branch Finances Handbook.

### 15 Honoraria

- a) Any honorarium paid to a branch officer will only be made in accordance with the 'Scheme for Honoraria Payments in Branches' contained in the UNISON Branch Finances Handbook.
- b) The honoraria panel will be convened by branch committee to review the allocation of honoraria.
- c) The honoraria panel will be made up of members not currently in receipt of an honoraria.

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- d) The honoraria panel may:
  - a. Allocate no honoraria.
  - b. Allocate up to 10% branch income (as set out in national rules).to honoraria.
  - c. Determine which branch members are entitled to honoraria, and what percentage they are paid.

### 16 Branch Staff

- a) The branch secretary will be responsible for the direction and supervision of any staff employed by the branch consistent with employment law and current good practice.
- b) In the event of any first stage hearings of staff disciplinary or grievance, the branch secretary will be joined by another branch officer other than the branch chair.
- c) Any appeal arising from a first stage grievance or disciplinary hearing will be heard by the branch chair and one other branch officer not involved at the first stage hearing.
- d) Recruitment of Branch staff will be carried out by a branch subcommittee comprising branch Secretary, chair, plus appropriate third branch officer/steward

The outcome of any disciplinary or grievance hearing will remain confidential and the outcome only will be reported to the branch committee on its conclusion.

### 17 Approval/Alteration To Branch Rules

- a) Branch rules must be agreed by two thirds of members present and voting at a quorate branch meeting.
- b) The branches proposed rules or any change to its existing rules must be approved by a general meeting of the branch and then by the regional committee.
- c) Branch rules must be approved in accordance with UNISON's procedures.

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### Branch Auditor's Report

Branch Auditor Mr K Jouvenat CPFA undertook an audit of 2025 branch accounts on 13<sup>th</sup> January 2026.

After examination of said accounts, he stated that there were no errors, accruals were noted and included in the year's finances, and that he was satisfied with the current status of accounts. The branch was then able to sign them off for 2025.

There were no recommendations made.

### **9. Appointment of Auditor**

The branch recommends that Kevin Jouvenat CPFA continues as Auditor.

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### 10. Accounts

#### Income and Expenditure Account.

<b>General Fund Income and Expenditure Account for UNISON Pembrokeshire</b>				
<b>For the year ended 31 December 2025</b>				
<b>All Items</b>	<b>2025 (£)</b>	<b>2025 (£)</b>	<b>2024 (£)</b>	<b>2024 (£)</b>
<b>Income</b>				
Branch Funding	£65,034.11		£64,046.49	
Investment Income Received	£1,102.34		£1,263.35	
Tax deducted or paid on Investment Income	£0.00		£0.00	
Retired Members Subscriptions	£0.00		£0.00	
Other Income	£97.70		£65.04	
Regional Pool Income	£0.00		£0.00	
<b>Total Income</b>		<b>£66,234.15</b>		<b>£65,374.88</b>
<b>Expenditure</b>				
Staff Salaries	£24,489.66		£25,152.91	
Rent	£0.00		£0.00	
Utilities	£0.00		£0.00	
Other administration	£7,592.84		£5,230.44	
Honoraria	£5,466.16		£4,357.17	
Conferences and group meetings	£6,417.93		£11,808.76	
Branch Committee	£3,199.25		£846.13	
Other Meetings	£7,858.27		£9,910.30	
Publicity	£2,205.50		£3,369.53	
Education	£4,322.17		£1,511.37	
Donations	£188.84		£209.98	
Affiliations	£299.25		£0.00	
Local Activities	£727.50		£408.81	
Other Expenditure	£19.98		£0.00	
Other Branch Funding Deductions	£0.00		£0.00	
Rates	£0.00		£0.00	
Fighting Fund	£0.00		£0.00	
Tax	£65.00		£0.00	
<b>Total Expenditure</b>		<b>£62,852.35</b>		<b>£62,805.40</b>
<b>Surplus/Deficit</b>		<b>£3,381.80</b>		<b>£2,569.48</b>

# UNISON Pembrokeshire

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<b>Consolidated Balance Sheet</b> <b>for UNISON Pembrokeshire</b>					
For the year ended 31 December 2025					
<b>All Items</b>	▲	2025 (£)	2025 (£)	2024 (£)	2024 (£)
<b>Fixed Assets</b>	▲				
Total Fixed Assets			<u>£5,939.79</u>		<u>£7,248.62</u>
<b>Current Assets</b>	▲				
Total Current Assets			<u>£82,901.23</u>		<u>£73,610.64</u>
<b>Current Liabilities</b>	▲				
Total Current Liabilities			<u>£5,480.42</u>		<u>£880.46</u>
Net Current Assets			<u>£77,420.81</u>		<u>£72,730.18</u>
Total Assets			<u>£83,360.60</u>		<u>£79,978.80</u>
<b>Accumulated Funds</b>	▲				
Accumulated General Fund at year end			<u>£63,360.60</u>		<u>£59,978.80</u>
Accumulated Industrial Action Fund at year end			<u>£0.00</u>		<u>£0.00</u>
Accumulated Dedicated Fund at year end			<u>£20,000.00</u>		<u>£20,000.00</u>
Total Funds at End of the Year			<u>£83,360.60</u>		<u>£79,978.80</u>

# Pembrokeshire Branch Cangen Sir Benfro

## 11. Budget 2026

Unison Pembrokeshire Budget 2026													
Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Income</b>													
Branch Funding	£ 5,629.99	£ 5,630.00	£ 5,630.00	£ 5,630.00	£ 5,630.01	£ 5,630.01	£ 5,630.01	£ 5,630.02	£ 5,630.02	£ 5,630.02	£ 5,630.02	£ 5,630.02	£ 67,560.12
Local Activities	£ 41.66	£ 41.66	£ 41.66	£ 41.66	£ 41.67	£ 41.67	£ 41.67	£ 41.67	£ 41.67	£ 41.67	£ 41.67	£ 41.67	£ 500.00
Other Income	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
<b>Expenditure</b>													
Administration	£ 333.31	£ 333.31	£ 333.31	£ 333.31	£ 333.33	£ 333.33	£ 333.33	£ 333.33	£ 333.36	£ 333.36	£ 333.36	£ 333.36	£ 4,000.00
Affiliations	£ 41.63	£ 41.65	£ 41.67	£ 41.67	£ 41.67	£ 41.67	£ 41.67	£ 41.67	£ 41.67	£ 41.67	£ 41.68	£ 41.68	£ 500.00
Campaigns	£ 249.93	£ 249.93	£ 249.93	£ 249.93	£ 249.99	£ 249.99	£ 249.99	£ 249.99	£ 250.08	£ 250.08	£ 250.08	£ 250.08	£ 3,000.00
Communications	£ 249.89	£ 249.89	£ 249.89	£ 249.89	£ 249.96	£ 249.96	£ 249.96	£ 249.96	£ 250.15	£ 250.15	£ 250.15	£ 250.15	£ 3,000.00
Donations	£ 50.00	£ 50.00	£ 50.00	£ 50.00	£ 50.00	£ 50.00	£ 50.00	£ 50.00	£ 50.00	£ 50.00	£ 50.00	£ 50.00	£ 600.00
Education	£ 208.33	£ 208.33	£ 208.33	£ 208.33	£ 208.33	£ 208.33	£ 208.33	£ 208.33	£ 208.34	£ 208.34	£ 208.34	£ 208.34	£ 2,500.00
Fighting Fund	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Honoraria	£ -	£ -	£ -	£ 6,437.44	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 6,437.44
Other	£ 166.66	£ 166.66	£ 166.66	£ 166.66	£ 166.67	£ 166.67	£ 166.67	£ 166.67	£ 166.67	£ 166.67	£ 166.67	£ 166.67	£ 2,000.00
Participation_Branch	£ 583.26	£ 583.26	£ 583.26	£ 583.26	£ 583.34	£ 583.34	£ 583.34	£ 583.34	£ 583.40	£ 583.40	£ 583.40	£ 583.40	£ 7,000.00
Participation_National	£ 583.31	£ 583.31	£ 583.31	£ 583.31	£ 583.34	£ 583.34	£ 583.34	£ 583.34	£ 583.35	£ 583.35	£ 583.35	£ 583.35	£ 7,000.00
Participation_Region	£ 333.29	£ 333.30	£ 333.30	£ 333.30	£ 333.35	£ 333.35	£ 333.35	£ 333.35	£ 333.35	£ 333.35	£ 333.35	£ 333.36	£ 4,000.00
Publicity	£ 249.93	£ 249.93	£ 249.93	£ 249.93	£ 250.02	£ 250.02	£ 250.02	£ 250.02	£ 250.05	£ 250.05	£ 250.05	£ 250.05	£ 3,000.00
Recruitment	£ 333.21	£ 333.21	£ 333.21	£ 333.21	£ 333.36	£ 333.36	£ 333.36	£ 333.36	£ 333.43	£ 333.43	£ 333.43	£ 333.43	£ 4,000.00
RepresentMembers	£ 249.96	£ 249.96	£ 249.96	£ 249.96	£ 249.99	£ 249.99	£ 249.99	£ 249.99	£ 250.05	£ 250.05	£ 250.05	£ 250.05	£ 3,000.00
StaffingBES	£ 1,408.28	£ 1,408.28	£ 1,418.34	£ 1,418.34	£ 1,418.34	£ 1,418.34	£ 1,418.34	£ 1,418.34	£ 1,418.35	£ 1,418.35	£ 1,418.35	£ 1,418.35	£ 17,000.00
StaffingSecondment	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -

# UNISON Pembrokeshire

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### 12. Honoraria

2025 Honoraria						
Name	Post	Honorarium Amount	%	% Honoraria Entitlement	Projected Honoraria	Notes
Jonathan Lewis	Secretary	£ 2,059.98	32.00%	100%	£ 2,059.98	
Manuela Hughes	Chair	£ 1,738.11	27.00%	100%	£ 1,738.11	
Tracey Sayers	Vice Chair	£ 1,287.49	20.00%	100%	£ 1,287.49	
Ross Harries	Treasurer	£ 643.74	10.00%	100%	£ 643.74	
Jamie Line	H & S Officer	£ 386.25	6.00%	100%	£ 386.25	
Kevin Jouvenat	Auditor	£ 321.87	5.00%	100%	£ 321.87	
<b>Totals</b>		<b>£ 6,437.44</b>	<b>100.00%</b>		<b>£ 6,437.44</b>	
<b>Branch Funding 2025</b>	£	64,374.37				
<b>10% for Honoraria Budget</b>	£	6,437.44		<b>100%</b>	<b>Percentage Honoraria Paid</b>	
<b>Branch Funding 2025 Exc Honoraria</b>	£	57,936.93				

2026 Honoraria						
Name	Post	Honorarium Amount	%	% Honoraria Entitlement	Projected Honoraria	Notes
	Secretary	£ 2,161.92	32.00%	100%	£ 2,161.92	
	Chair	£ 1,824.12	27.00%	100%	£ 1,824.12	
	Vice Chair	£ 1,351.20	20.00%	100%	£ 1,351.20	
	Treasurer	£ 675.60	10.00%	100%	£ 675.60	
	H & S Officer	£ 405.36	6.00%	100%	£ 405.36	
	Auditor	£ 337.80	5.00%	100%	£ 337.80	
<b>Totals</b>		<b>£ 6,756.01</b>	<b>100.00%</b>		<b>£ 6,756.01</b>	
<b>Branch Funding 2026</b>	£	67,560.12				
<b>10% for Honoraria Budget</b>	£	6,756.01		<b>100%</b>	<b>Percentage Honoraria Paid</b>	
<b>Branch Funding 2026 Exc Honoraria</b>	£	60,804.11				

Note: Honoraria is paid AGM to AGM

# Pembrokeshire Branch

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### 13. Branch Affiliations and Donations

We continue to support the following affiliations and donations to a maximum of £50, in line with UNISON's aims and objectives. We act internationally to honour our core principles;

- Solidarity amongst workers
- An injury to one is an injury to all
- Foundation of trade union values

#### Donations given in 2025

- 1 Milford Youth Matters
- 2 3rd Pembroke Sea Scouts
- 3 Stand Up To Racism West Wales

*If Members want to nominate a charity please contact the Branch.*

# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### 14. Election of Stewards and Officers

Nominations received by Branch Secretary – 19th December 2025

<b>Steward</b>	<b>Jonathan Lewis</b>	<b>Health &amp; Safety Rep</b>	<b>Jonathan Lewis</b>
<b>Steward</b>	<b>Manuela Hughes</b>	<b>Health &amp; Safety Rep</b>	<b>Manuela Hughes</b>
<b>Steward</b>	<b>Tracey Sayers</b>	<b>Health &amp; Safety Rep</b>	<b>Tracey Sayers</b>
<b>Steward</b>	<b>Tomos Griffiths</b>	<b>Health &amp; Safety Rep</b>	<b>Tomos Griffiths</b>
<b>Steward</b>	<b>Steve Morbey</b>	<b>Health &amp; Safety Rep</b>	<b>Steve Morbey</b>
<b>Steward</b>	<b>Nicola Williams</b>	<b>Health &amp; Safety Rep</b>	-----
<b>Steward</b>	<b>Claire Dunbar</b>	<b>Health &amp; Safety Rep</b>	<b>Claire Dunbar</b>
<b>Steward</b>	<b>Joanne Latham</b>	<b>Health &amp; Safety Rep</b>	<b>Joanne Latham</b>
<b>Steward</b>	<b>Catherine Bellamy</b>	<b>Health &amp; Safety Rep</b>	<b>Catherine Bellamy</b>
<b>Steward</b>	<b>Donna Cubbin</b>	<b>Health &amp; Safety Rep</b>	<b>Donna Cubbin</b>
<b>Steward</b>	<b>Stephen Richardson</b>	<b>Health &amp; Safety Rep</b>	<b>Stephen Richardson</b>
<b>Steward</b>	<b>Samantha Hutchings</b>	<b>Health &amp; Safety Rep</b>	<b>Samantha Hutchings</b>
<b>Steward</b>	-----	<b>Health &amp; Safety Rep</b>	<b>Jamie Line</b>
<b>Steward</b>	<b>Kate Gravell</b>	<b>Health &amp; Safety Rep</b>	<b>Kate Gravell</b>
<b>Steward</b>	<b>Andrew Freeman</b>	<b>Health &amp; Safety Rep</b>	<b>Andrew Freeman</b>
<b>Steward</b>	<b>Luke Phillips</b>	<b>Health &amp; Safety Rep</b>	<b>Luke Phillips</b>
<b>Steward</b>	<b>Anne-Marie Jones</b>	<b>Health &amp; Safety Rep</b>	<b>Anne-Marie Jones</b>
<b>Steward</b>	<b>Emma Nevatte</b>	<b>Health &amp; Safety Rep</b>	<b>Emma Nevatte</b>
<b>Steward</b>	<b>Kim Morgan</b>	<b>Health &amp; Safety Rep</b>	<b>Kim Morgan</b>
<b>Steward</b>	<b>Gemma Griffiths</b>	<b>Health &amp; Safety Rep</b>	-----
<b>Total</b>	19	<b>Total</b>	18

# UNISON Pembrokeshire

## UNSAIN Sir Benfro

<b>Branch Secretary</b>	<b>Jonathan Lewis</b>
<b>Branch Chairperson</b>	<b>Manuela Hughes</b>
<b>Branch Vice Chairperson</b>	<b>Tracey Sayers</b>
<b>Branch Treasurer</b>	<b>Ross Harries</b>
<b>Branch Health and Safety Officer</b>	<b>Jamie Line</b>
<b>Branch Membership Officers</b>	<b>Manuela Hughes Tracey Sayers</b>
<b>Branch Women's Officers</b>	<b>Claire Dunbar Tracey Sayers</b>
<b>Branch Welfare Officer</b>	<b>Claire Dunbar</b>
<b>Branch LGBT+ Officer</b>	<b>Donna Humphrey</b>
<b>Branch Retired Members Secretary</b>	<b>Janet Wyer</b>
<b>Branch Young Members Officer</b>	<b>Jamie Line</b>
<b>Branch Convenor College</b>	<b>Catherine Bellamy</b>

# UNISON Pembrokeshire

## UNSAIN Sir Benfro

### 15. National and Cymru Conference Delegations

#### Cymru Council Delegates 2026

*As agreed by Branch Committee*

<b>Delegate</b>
Jonathan Lewis
Manuela Hughes
Tracey Sayers
Catherine Bellamy

#### National Local Government Conference Delegates 2026

<b>Delegate</b>
Jonathan Lewis
Manuela Hughes
Tracey Sayers
Catherine Bellamy

#### National Delegate Conference 2026

<b>Delegate</b>
Jonathan Lewis
Manuela Hughes
Tracey Sayers

**UNISON Pembrokeshire**  
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**16. Motions**

None Received.

# UNISON Pembrokeshire

## UNSAIN Sir Benfro



**Blast From The Past - International Workers Memorial Day  
2019**

### **Get Involved!!**

YOU are the union. Without members, activists and representatives, we would not be.

Contact the branch office to find out more about becoming;

- a contact,
- a steward,
- a health & safety rep,
- an equalities rep,
- a union learning rep.

Or even filling one of the vacant officers' posts.

Full training and support provided.  
Would you like to be involved in some other way?  
Would you like further information?  
Get in touch!

Remember we are always here to support and advise you.

# UNISON Pembrokeshire UNSAIN Sir Benfro

## Prize Draw 2026

The winners will be drawn after the final aggregate meeting.

Winners will be notified in due course.

**1<sup>st</sup> Prize - £200 Love2Shop Voucher**

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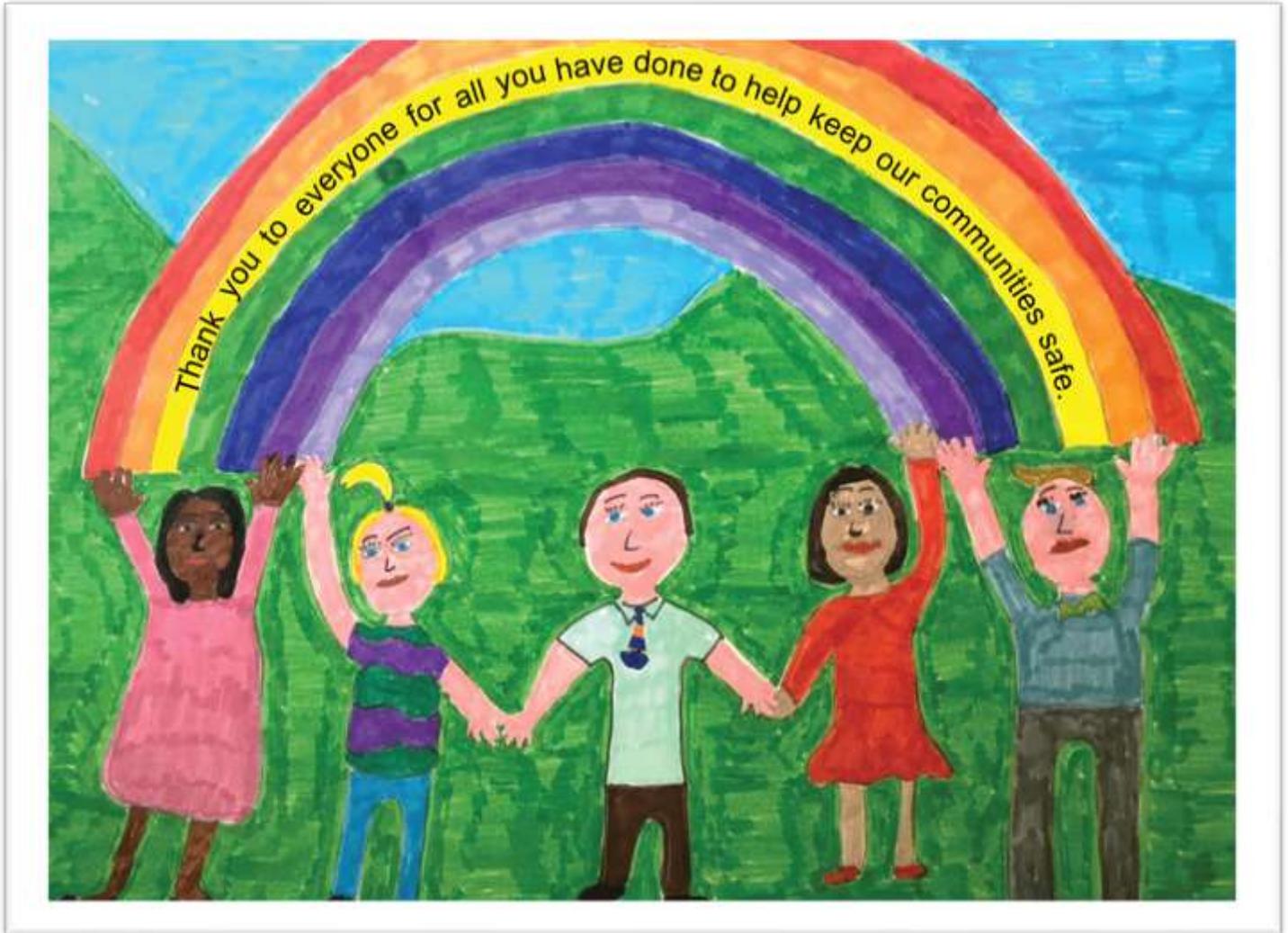
**2<sup>nd</sup> Prize - £50 Love2Shop Voucher**

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**3<sup>rd</sup> Prize - £10 Love2Shop Voucher**



# UNISON Pembrokehire UNSAIN Sir Benfro



UNISON Pembrokehire thanks its Members for the extraordinary work done by them over the past year.